TRANSFER CREDIT EVALUATION PROCESS  
MEDICAL EDUCATION CAMPUS

Transfer Credit Evaluation may take 6 to 10 weeks so complete your evaluation request as soon as possible. All applicable transfer credit must be posted to your NOVA record before submitting a MEC program application. Follow the procedures listed below for the type of evaluation you are requesting.

I took classes at a VCCS college (Virginia Community College System)

- Go to https://dashboard.nvcc.edu/Default.aspx
- Log in with your MyNOVA username and password
- Click on Academic and Student Services
- Complete Form 125-049E Transfer Credit Evaluation Request
- You do not need to submit a copy of your VCCS college transcript

I took classes at an accredited college or university within the United States

- Submit official sealed transcripts to a NOVA Student Services Center www.nvcc.edu/student-services/index.html
- Go to https://dashboard.nvcc.edu/Default.aspx
- Log in with your MyNOVA username and password
- Click on Academic and Student Services
- Complete Form 125-049E Transfer Credit Evaluation Request

I took classes at an accredited college or university outside the United States

- Have your transcript evaluated course-by-course by an international evaluation agency
- NOVA accepts international evaluations from: World Education Services (WES) www.wes.org or International Education Research Foundation (IERF) www.iерf.org
- Submit the official sealed evaluation report to a NOVA Student Services Center www.nvcc.edu/student-services/index.html
- Go to https://dashboard.nvcc.edu/Default.aspx
- Log in with your MyNOVA username and password
- Click on Academic and Student Services
- Complete Form 125-049E Transfer Credit Evaluation Request

- Submit a separate request for each transcript
- Look for an email sent to your VCCS student account with your completed evaluation
- Email askthecro@nvcc.edu with any questions about your evaluation
- Science courses must be within 10 years to be accepted for a MEC program
- If required by the MEC program, students must meet the specified grade for a course to apply
- Students with AP, CLEP or ABLE credits may check with the individual program office to see if these credits will be accepted and any ‘B grade equivalent’ score requirements

Credit for Prior Learning: http://www.nvcc.edu/prior-learning/index.html
Online Form 125-049E

Students will be prompted to sign into the NOVA Dashboard using their MyNOVA username/password

Click on the picture for Academic and Student Services

Click on Transfer Credit Evaluation Request

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<th>Form Name</th>
<th>Guidelines</th>
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<td>125-049E</td>
<td>Transfer Credit Evaluation Request</td>
<td>Students use this form to request evaluation of their transfer credits.</td>
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<tr>
<td>125-348E</td>
<td>Visiting/Transient Student Request</td>
<td>Visiting/Transient students use this form if they wish to enroll in a NOVA course for the purpose of transferring credits to their home college or university.</td>
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