



Preliminary Internal Standard

Policy for Full Exemption, Conditional Exemption, and Partial Equivalence with Bridging in Transfer and Academic Bridging Cases

1. Purpose

This standard regulates the evaluation of prior coursework for students seeking transfer or bridging entry into the programs of the College of Health and Medical Services. It determines whether prior study qualifies for full exemption, conditional exemption, partial equivalence with bridging, or no exemption, while safeguarding academic fairness, institutional consistency, and the essential learning outcomes of the approved programs.

2. Scope of Application

This standard applies to transfer students from other institutions, students holding prior diplomas or academic credentials, students entering through a bridging pathway, and any case requiring evaluation of prior study against the College's approved study plan.

3. Basis for Academic Decision-Making

The responsible academic committee shall evaluate each prior course based on the following criteria: similarity of course title and academic nature, general alignment of course content, credit hours or relative academic workload, academic level of the course, presence of a practical, laboratory, or skills-based component, extent to which the essential learning outcomes of the university course are met, and suitability of the prior study to the student's intended current pathway and academic progression.

4. Types of Academic Decisions

A. Full Exemption

Full exemption shall be granted when the committee determines that the prior course sufficiently covers the university's approved course in terms of content, level, academic workload, and essential learning outcomes. In this case, the course shall be recorded as satisfied and the student shall not be required to retake it.



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B. Conditional Exemption

Conditional exemption shall be granted when the committee determines that the prior course is substantially equivalent to the approved university course, but limited additional verification is required before final approval. Such conditions may include passing a diagnostic assessment, completing a short academic task, attending a support or make-up module, completing a limited professional or skills-based component, or documented academic review by the relevant department. In this case, the student shall be treated as preliminarily eligible for exemption, and the exemption becomes final once the stated condition is fulfilled.

C. Partial Equivalence with Bridging

Partial equivalence with bridging shall be applied when the committee determines that the student possesses a sufficient foundation in the prior course, but does not fully satisfy all requirements of the university course or the related academic sequence. In this case, the committee may allow the student to enter a higher-level course, require a bridging course or supplementary module, defer completion of the gap to the summer term, replace the full course with a defined bridging requirement, or count the prior course as partial preparation only without granting full final exemption. This type of decision does not usually mean formally splitting institutional credit. Rather, it means the committee recognizes sufficient partial coverage to justify a structured progression or bridging arrangement.

D. No Exemption

No exemption shall be granted when the committee determines that the prior course does not sufficiently match the required university course, the academic or skills gap is substantial, the essential learning outcomes are not adequately met, or the required institutional course has no appropriate equivalent in the student's previous study. In this case, the student must take the full course within the approved study plan.

5. Governing Principles

In all decisions, the committee shall apply the following principles: protection of academic quality as the first priority, no exemptions without reasonable academic justification, reasonable flexibility in transfer and bridging cases, consideration of the student's interest without compromising program standards, use of the summer term as a formal bridging mechanism when needed, possible use of currently open courses only when they clearly serve the student's actual pathway, and no requirement that a student follow courses outside the intended pathway unless such courses are explicitly being used as an approved bridging tool.





6. Possible Outcomes of Transfer Evaluation

After review, the committee may recommend one of the following outcomes: admission with specified full exemptions, admission with conditional exemptions, admission under a bridging plan, admission with some courses taken immediately and others assigned to summer, or delayed final admission pending additional requirements or documents.

7. Documentation and Approval

Every decision must be clearly documented, specified course by course, supported by brief academic reasoning, approved by the responsible academic authority, and retained in the student's academic record.

8. Administrative Note

This standard is intended as an initial institutional framework for internal application. It may later be expanded into a fuller formal policy with operational forms, exemption matrices, and more detailed implementation procedures according to the needs of the College and the University.



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