

How to View Transfer Credit

Credit Articulation and Degree Audit

Transfer Website: www.siue.edu/registrar/transfer

Email Address: transfercredit@siue.edu

Phone: 618-650-2133

Overview

This presentation will address:

- Navigation and Interpretation of Transfer Credit in:
 - Self Service
 - Banner
 - SHATERM
 - SHATRNS
- Understanding Attributes

Transfer Credit on Self Service

Enter Self Service Website

Enter CougarNet Secure Area
Prospective Students
Apply for Admission or Check Application Status
General Financial Aid
Faculty and Staff Campus Directory
Alumni Homepage
Donors and Friends
Class Schedule
Course Catalog
Authorize a 3rd Party login

RELEASE: 7.3

1

Click the "Enter CougarNet Secure Area" Link

Log On Using Your Banner ID & PIN

University ID and PIN Lookup

User ID:

PIN:

Login

Forgot PIN?

RELEASE: 7.3

2

Click the "Faculty and Advisors" Link

Personal Information Faculty Services

Search Go

Main Menu

Welcome, Michelle D. Hockett, to CougarNet! Last web access on May 22, 2008 at 01:47 pm

Personal Information

Update addresses, contact information or marital status; review name or social security number change information; Change your PIN.

Faculty and Advisors

Enter Grades and Registration Overrides, View Class Lists and Student Information

Blackboard Academic Suite

Find online help, research tools, discussions, and more!

3

Click the "Student Information Menu" Link

Personal Information Faculty Services

Search Go

Faculty and Advisors

Term Selection
CRN Selection
Detail Class List
Summary Class List
Detail Wait List
Summary Wait List
Final Grades
Student Information Menu
Registration Overrides
Add or Drop Classes
Faculty Detail Schedule
Week at a Glance
Look Up Classes
Active Assignments
Assignment History
Class Schedule
Course Catalog
Faculty and Advisor Security Information
Syllabus Information
Office Hours

RELEASE: 7.3.1

4

Transfer Credit on Self Service

Access Student Transcript

Click the "Academic Transcript" Link

Personal Information Faculty Services

Search Go

Student Information

- Term Selection
- ID Selection
- Student Information
- View Holds
- View Test Scores
- Academic Transcript
- Student Schedule
- Active Registrations
- Registration History
- Registration Overrides
- Add or Drop Classes
- Change Class Options
- Student Address and Phones
- Student E-mail Address
- Advisee Listing
- Degree Evaluation

RELEASE: 7.3.1

Select the Term and Click "Submit"

Personal Information Faculty Services

Search Go

Select Term

Select a Term:

Submit

RELEASE: 6.1

Enter the Student ID

You may enter:

1. The ID of the Student or Advisee you want to process, or
2. Partial names, a student search type, or a combination of both. Then select Submit.

Student or Advisee ID:

OR

Student and Advisee Query

Last Name:


First Name:


Search Type: Students
 Advisees
 Both
 All


Submit Reset


Transfer Credit on Self Service

Access Student Transcript

 Select the Student or Advisee that you wish to process and then choose Submit Name.

Select a Student or Advisee: 

 Select the transcript level and transcript type.

Transcript Level: 

Transcript Type:

Click "Submit"


Click "Display Transcript"

Transfer Credit on Self Service

Unofficial Transcript

- The Transcript Data section will list links to each section of the transcript as well as basic student information.

Student Academic Transcript

 This is not an official transcript. Courses which are in progress may also be included on this transcript.

[Transfer Credit](#) [Institution Credit](#) [Transcript Totals](#) [Courses in Progress](#)

Transcript Data

STUDENT INFORMATION

Name : Cada Test
Birth Date: Aug 11, 1947
Student Type: Returning

Curriculum Information

Current Program
College: College of Arts and Sciences
Major and Department: Undeclared, Undeclared

***Transcript type:INTL Unofficial is NOT Official ***

Transfer Credit on Self Service

Unofficial Transcript

- When transfer credit has been posted, it will appear in the Transfer Credit Accepted By Institution section.

Transfer Term

TRANSFER CREDIT ACCEPTED BY INSTITUTION -Top-					
00525: Lewis And Clark Comm College					
Subject Course	Title	Grade	Credit Hours		
SOC 391	Marriage & Family (or WMST391)	(B)	3.000		
SPAN 102	Elementary Spanish	(A)	4.000		
		Attempt Hours	Passed Hours	Earned Hours	GPA Hours
Current Term:		7.000	7.000	7.000	0.000
Unofficial Transcript					
200435: Southwestern Illinois College					
Subject Course	Title	Grade	Credit Hours		
ART 225A	History Of World Art	(A)	3.000		
HED 201	Healthful Living	(B)	2.000		
HIST 1XX	Survey of British History II	(C)	3.000		
N/A 0000	Not Accepted	(B)	0.000		
SOC 272	Criminology (or CJ 272)	(A)	3.000		
THEA 141	Film Analysis	(B)	3.000		
		Attempt Hours	Passed Hours	Earned Hours	GPA Hours
Current Term:		14.000	14.000	14.000	0.000

Transfer Institution

SIUE internal equivalent courses & hours/grades awarded

Transfer Credit on Self Service

Unofficial Transcript

Unofficial Transcript

200435: Southwestern Illinois College

Subject	Course	Title	Grade
ART	225A	History Of World Art	(A)
HED	201	Healthful Living	(B)
HIST	1XX	Survey of British History II	(C)
N/A	0000	Not Accepted	(B)
SOC	272	Criminology (or CJ 272)	(A)
THEA	141	Film Analysis	(B)

Transfer course has no direct SIUE equivalent. May or may not carry general education attributes.

- The example above shows a course for which there was no internal equivalent. In cases such as this:
 - CADA has determined the appropriate subject under which the course is listed.
 - The course number indicates the level (i.e. 100 = 1xx, 200 = 2xx, etc.).
 - The course title of the external course will be displayed as the equivalent course title.
- You will have to access SHATRNS to view any general education attributes associated with these courses

Transfer Credit on Self Service

Unofficial Transcript

Unofficial Transcript

200535: Lewis And Clark Comm College

Subject	Course	Title	Grade	Credit Hours	Quality Points	R	
TGE	GEWV	General Educ Waiver	(S)	0.000		0.000	
Current Term:		Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
		0.000	0.000	0.000	0.000	0.000	0.000

Based on earned AA, AS or AAT degree conforming to IAI GECC, awarded general education waiver

Transfer credit is not calculated into SIUE grade point average

TRANSCRIPT TOTALS (UNDERGRADUATE) -Top-

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	13.000	13.000	13.000	13.000	39.000	3.000
Total Transfer:	104.000	104.000	104.000	0.000	0.000	0.000
Overall:	117.000	117.000	117.000	13.000	39.000	3.000

Transfer Credit on SHATERM

- Enter Student Banner ID and Course Level Code (UG for Undergraduate)

Oracle Developer Forms Runtime - Web: Open > SHATERM

File Edit Options Block Item Record Query Tools Help

Term Sequence Course History SHATERM 7.3 (PREPROD)

Confidential

ID: 800321045 Test, Cada Course Level Codes by Person: UG Start Term:

- “Next Block” twice to view internal transcript by term

Transfer Credit on SHATERM

- The TERM GPA block will tell you:
 - the term in which the courses were taken
 - whether the courses listed are:

Transfer (T)

Transfer Term GPA Block

Term	Attempted Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
200815	14.000	14.000	14.000	.000	.000	.000
Cumulative:	20.000	20.000	20.000	.000	.000	.000

Subject	Course	Title	Grade	Mode	Hours	Count in GPA	Repeat
NIA	0000	Not Accepted	(F)	T	.000	<input type="checkbox"/>	<input type="checkbox"/>
MUS	1XX	World Music	(A)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
KIN	207	Weight Training Level I	(A)	T	1.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PHIL	111	Intro To Philosophy	(B)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
POLS	2XX	Intro to Modern Britain	(A)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SPAN	101	Elementary Spanish	(D)	T	4.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Transfer Courses Block

Institutional (I)

Institutional Term GPA Block

Term	Attempted Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
200815	13.000	13.000	13.000	13.000	39.000	3.000
Cumulative:	117.000	117.000	117.000	13.000	39.000	3.000

Subject	Course	Title	Grade	Mode	Hours	Repeat	Campus
MATH	250	Introduction to Analysis	A	S	3.000	<input type="checkbox"/>	S
PHYS	211A	University Physics	B	S	4.000	<input type="checkbox"/>	S
MUS	111	Intro to Mus History/Lit	D	S	3.000	<input type="checkbox"/>	E
VAMST	308	Women, Gender & Society	A	S	3.000	<input type="checkbox"/>	E

Institutional Courses Block

Transfer Credit on SHATERM

Transfer Term GPA Block

“T” Indicates
Transfer
Course Block

Corresponds with the
“Transfer Institution Number”
on SHATRNS

Corresponds with the
“Attendance Period Number”
on SHATRNS

	Attempted Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Term: 200515	14.000	14.000	14.000	.000	.000	.000
Cumulative:	28.000	28.000	28.000	.000	.000	.000

Transfer Credit on SHATERM

Transfer Courses Block

Transfer Courses							
Subject	Course	Title	Grade	Mode	Hours	Count in GPA	Repeat
N/A	0000	Not Accepted	(B)	T	.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MUS	1XX	World Music	(A)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
KIN	207	Weight Training Level I	(A)	T	1.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PHIL	111	Intro To Philosophy	(B)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
POLS	2XX	Intro to Modern Britian	(A)	T	3.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SPAN	101	Elementary Spanish	(B)	T	4.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>

Transfer courses have no direct SIUE equivalencies. May or may not carry general education attributes.

- The examples above show courses for which there were no internal equivalencies. In cases such as these:
 - CADA has determined the appropriate subject under which the courses are listed.
 - The course numbers indicate the levels (i.e. 100 = 1xx, 200 = 2xx, etc.).
 - The course titles of the external courses will be displayed as the equivalent course titles.
- You will have to access SHATRNS to view any general education attributes associated with these courses

Transfer Credit on SHATERM

Institutional Term GPA Block

Institutional Courses

Subject	Course	Title	Grade	Mode	Hours	Repeat	Campus
MATH	350	Introduction to Analysis	A	S	3.000	<input type="checkbox"/>	E
PHYS	211A	University Physics	B	S	4.000	<input type="checkbox"/>	E
MUS	111	Intro to Mus History/ Lit	D	S	3.000	<input type="checkbox"/>	E
WMST	308	Women, Gender & Society	A	S	3.000	<input type="checkbox"/>	E
						<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	

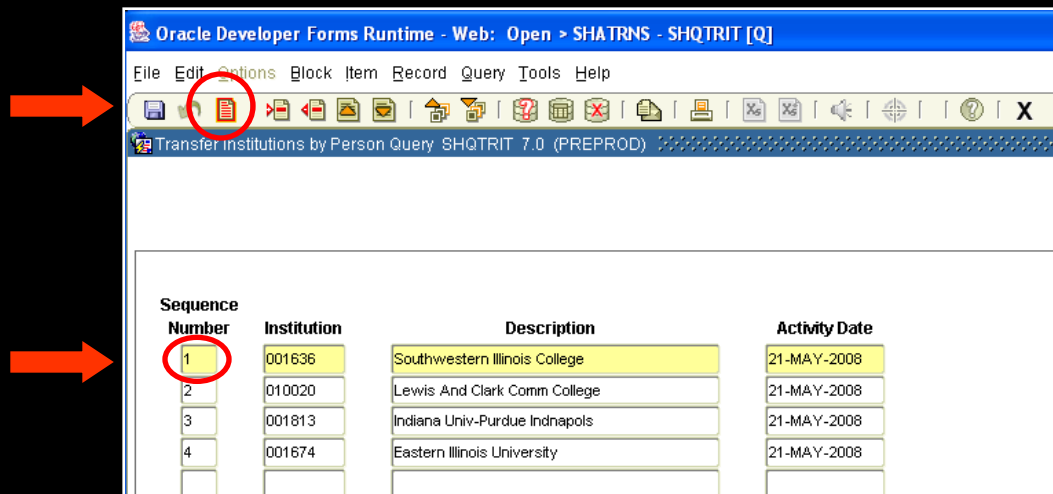
- Institutional Courses Block showing the institutional courses carrying a grade.

Transfer Credit on SHATERM

- **Note:** While you will be able to see the transfer courses that have been detailed and evaluated and the terms in which they were taken, you **will not** be able to see from which schools these courses were detailed or the individual course attributes. To view more detailed transfer course information, use SHATRNS.

Transfer Credit on SHATRNS

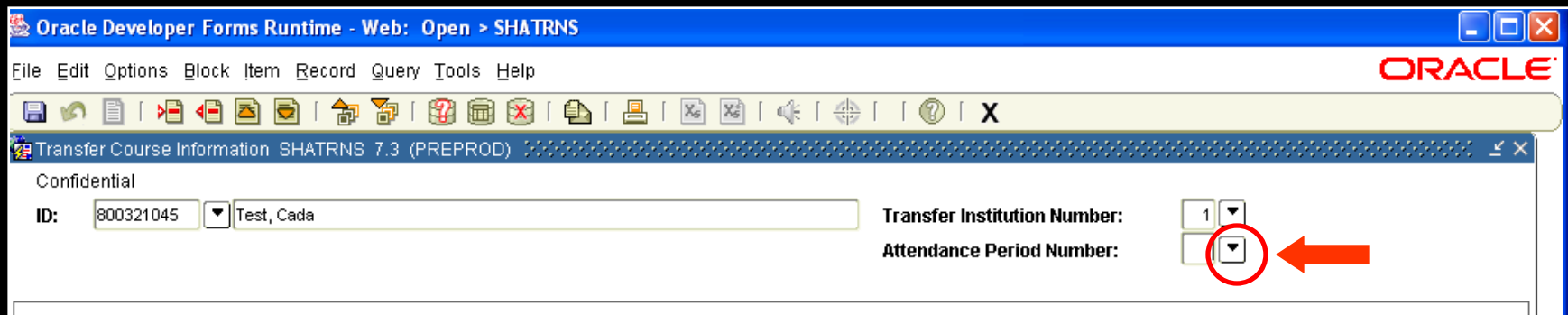
- Choose a school to view by highlighting the line and clicking the “Select” button on the menu bar or by double-clicking the “Sequence Number” field for the school you wish to view.



- The Transfer Institution Number also corresponds with the “Transfer Number” field on SHATERM and may be entered directly

Transfer Credit on SHATRNS

- To view the list of terms that have been detailed for this school, click the arrow next to the “Attendance Period Number” field.



The screenshot shows the Oracle Developer Forms Runtime window titled "Oracle Developer Forms Runtime - Web: Open > SHATRNS". The menu bar includes "File", "Edit", "Options", "Block", "Item", "Record", "Query", "Tools", and "Help". The toolbar contains various icons for navigation and editing. The main form area is titled "Transfer Course Information SHATRNS 7.3 (PREPROD)" and is marked as "Confidential". It contains several input fields: "ID:" with the value "800321045", a dropdown menu showing "Test, Cada", "Transfer Institution Number:" with a dropdown menu showing "1", and "Attendance Period Number:" with a dropdown menu. A red circle highlights the "Attendance Period Number" dropdown menu, and a red arrow points to it from the right.

Transfer Credit on SHATRNS

- Choose a term to view by highlighting the line and clicking the “Select” button on the menu bar or by double-clicking the “Sequence Number” field for the term you wish to view.

Oracle Developer Forms Runtime - Web: Open > SHATRNS - SHQTRAM [Q]

File Edit Options Block Item Record Query Tools Help

Sequence Number: 1 Institution: 001636 Description: Southwestern Illinois College Activity Date: 21-MAY-2008

Transfer Attendance Period

Attendance Period Number	Applied to Level	Description	Attendance Period	Acceptance Date	Activity Date
1	UG	Undergraduate	200435		21-MAY-2008
2	UG	Undergraduate	200515		21-MAY-2008

- The Attendance Period Number also corresponds with the “Attendance Period” field on SHATERM and may be entered directly

Transfer Credit on SHATRNS

- “Next Block” to view Transfer Attendance Period information.

Transfer Institution	
Institution:	<input type="text" value="001636"/> Southwestern Illinois College
Transcript Receipt Date:	<input type="text" value="21-MAY-2008"/>
<input checked="" type="checkbox"/> Official	

Transfer Attendance Period	
Attendance Period:	<input type="text" value="200515"/>
Acceptance Date:	<input type="text"/>
Effective Term:	<input type="text" value="200515"/> <input type="text" value="Spring 2005"/>
Term Type:	<input type="text"/>
Apply to Level:	<input type="text" value="UG"/> <input type="text" value="Undergraduate"/>
Transfer Degree:	<input type="text"/>
Attendance Begin Date:	<input type="text"/>
Attendance End Date:	<input type="text"/>

NOTE: Transfer Course detail exists. Institution code, effective term, and level code cannot be updated without deleting detail 1 st.

Record: 1/1 | | | | <OSC>

Transfer Credit on SHATRNS

External Course Detail Block

- External course information is listed in the top block.

The screenshot displays the Oracle Developer Forms Runtime interface for the SHATRNS application. The window title is "Oracle Developer Forms Runtime - Web: Open > SHATRNS". The menu bar includes "File", "Edit", "Options", "Block", "Item", "Record", "Query", "Tools", and "Help". The toolbar contains various icons for file operations and navigation. The main form area is titled "Transfer Course Detail SHATRNS 7.3 (PREPROD)".

The form contains the following fields and controls:

- Confidential** (text label)
- ID:** 800321045 (text field)
- Test, Cada** (dropdown menu)
- Transfer Institution Number:** 1 (dropdown menu)
- Sequence Number:** 3 (text field)
- Subject:** MUS (text field)
- Course Number(s):** 110 (text field)
- Hours:** 3.000 (text field)
- Duplicate:** (checkbox)
- Group:** (checkbox)
- Primary:** (checkbox)
- Grade:** A (dropdown menu)
- Title:** World Music (text field)

Transfer Credit on SHATRNS

Equivalent Course Detail Block

- Internal equivalency is listed in the middle block
- The example below shows a course for which there was no internal equivalent. In these cases:
 - CADA has determined the appropriate subject under which the course is listed.
 - The course number will indicate the level (i.e. 100 = 1xx, 200 = 2xx, etc.)
 - The course title of the external course will be displayed as the equivalent course title.

Equivalent Course Detail												
Sequence Number	Level	Term	Count in GPA	Subject	Course	Hours	Grade	Grading Mode	Repeat	Repeat System	Title	
*	8	UG	200515	<input checked="" type="checkbox"/>	MUS	1XX	3.000	(A)	T	<input type="checkbox"/>	<input type="checkbox"/>	World Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Transfer Credit on SHATRNS

Course Attributes Block

- Course Attributes are listed in the bottom block
- Attributes describe the *characteristics* of a course and how that course fits into SIUE curricula. Accuracy of course attributes is imperative. CAPP, our Banner automated degree audit, will be driven by attributes.

Course Attributes	
Attribute	Description
<input type="text" value="DFAH"/>	Fine Arts & Humanities Distrib
<input type="text" value="IAFA"/>	IAI GECC-Fine Art
<input type="text" value="IC"/>	International Culture

Seq.no; Enter 000 if no detail is to be stored ;spaces if system is to calc.
Record: 2/? | | ... | | <OSC>

Transfer Credit on SHATRNS

Course Attributes Block

Attribute	Description
IC	International Culture
ISS	Introductory Social Sciences

Attribute	Description
ANTH	Anthropology
IASS	IAI GECC-Social Science
IC	International Culture

Attribute Code; press LIST for valid codes.
Record: 5/5 | ... | List of Valu... | <OSC>

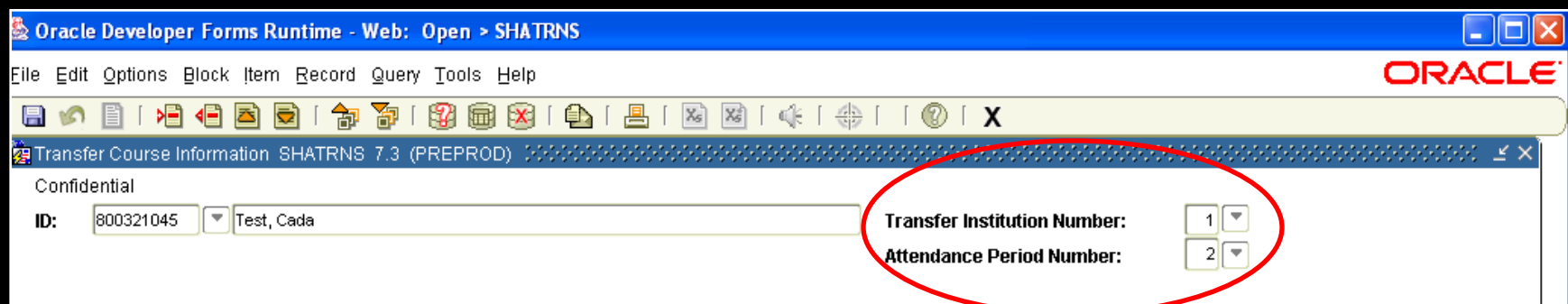
Check scroll bar for additional attributes listed

- For example, SIUE ANTH 111 Introduction to Anthropology carries two attributes: Introductory Social Science (ISS) and International Culture (IC). In the automated degree audit, CAPP will look for ISS and IC, not ANTH 111, to fulfill General Education requirements.

Transfer Credit on SHATRNS

Course Attributes Block

- You will have to “Rollback” and change the “Transfer Institution Number” and/or the “Attendance Period Number” to view other institutions as well as any additional terms within each institution.
- Separate attendance periods are required in order for the system to display external credit chronologically for use in degree audit.



Oracle Developer Forms Runtime - Web: Open > SHATRNS

File Edit Options Block Item Record Query Tools Help

ORACLE

Transfer Course Information SHATRNS 7.3 (PREPROD)

Confidential

ID: 800321045 Test, Cada

Transfer Institution Number: 1

Attendance Period Number: 2

Contact Us – We're Here to Help!

- For policy interpretation, non-traditional credit questions, extenuating circumstances and NCAA Certification questions
 - Jo Gibson, Transfer Coordinator - #2838 or jgibson@siue.edu
- For course evaluation questions
 - Nancy Andrews - #2761 or nandrew@siue.edu
 - Traci Woolfolk - #2602 or twoolfo@siue.edu
 - Xanthe Emerick - #3218 or xemeric@siue.edu
 - Brenda Burke - #5032 or bburke@siue.edu
- For student record and/or system questions
 - Becky Cooper - #5334 or recoope@siue.edu
- For website or transfer institution system questions
 - Tami Kershaw - #2133 or tkersha@siue.edu