

Berklee
college *of*
music

TRANSFER CREDIT GUIDE

Office of the Registrar

Important Note: The equivalent courses listed on pages six & seven reflect the changed credit values of the AP and CLEP exams.

If you have matriculated into Berklee College of Music prior to the Fall Semester 2009, these changes will not affect your transfer credits.

The policies and procedures outlined in this guide are subject to change at any time at the discretion of the College.

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Berklee College of Music and the Office of the Registrar value your previous education. This guide should answer any questions you may have about transferring credits to Berklee.

If you are a Prospective or Entering student and need more information, please contact the Office of Admissions at 800-237-5533, or 800-421-0084, or at 617-747-2221. Continuing and Returning students should contact the Teresa, the Information Projects Coordinator in the Office of the Registrar at transfercredits@berklee.edu, 617-747-8519, or stop by the Office of the Registrar (Uchida building, room 120).

Transfer credits may be accepted from any accredited institution of higher education (college or university), including courses taken online. To have a transcript evaluated, please request that an **official** transcript be mailed to:

For Prospective and Entering students:

Berklee College of Music
Office of Admissions
1140 Boylston Street
Boston, MA 02215

For Continuing and Returning students:

Berklee College of Music
Office of the Registrar
1140 Boylston Street
Boston, MA 02215

You can also have the transcript mailed directly to you, but if you do, do not open it! If you are a Prospective or Entering student, just bring the sealed envelope to the Office of Admissions. Continuing and Returning students should drop off the sealed envelope at the Office of the Registrar.

If you choose to pick up your official transcript from your previous institution, and plan to hand-deliver it to Berklee's Office of Admissions (Prospective and Entering students), or Office of the Registrar (Continuing and Returning students), request that the transcript be sealed in an envelope and stamped on the back of the envelope.

We cannot accept a transcript that has been opened or faxed, as these transcripts are not official. We also do not accept grade reports.

International Transcripts

If your official transcript is **not in English**, you will also need to provide an **official translation in English** of the transcript. The official translation must be mailed directly from the translation service, or dropped off in a sealed envelope at the Office of Admissions (Prospective and Entering students), or at the Office of the Registrar (Continuing and Returning students).

Residency Requirement

All students, including those transferring from other schools, are required to complete four semesters of full-time attendance and a minimum of 60 credits for the degree and 48 credits for the diploma at Berklee in order to graduate from the college. Advanced placement, CLEP, and transfer credit do not count as residency requirement credits, even if earned while at Berklee.

Please note: All transcripts, and official translations of transcripts, submitted for evaluation become the property of Berklee College of Music and cannot be returned. Please obtain copies of these documents for your own records.

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Below is general information about the transfer credit process at Berklee:

- ✓ Berklee is on a semester-hour system. If your previous institution is on a semester-hour system, Liberal Arts courses and International Economics and Finance must be at least 3 credits to be transferable. All other courses must be at least 2 credits to be transferable. *Please see pages 3-4 for specific courses.*
- ✓ If your previous institution is on a quarter-hour system, then 4.5 quarter-hour credits will transfer as 3 semester-hour credits, and 3 quarter-hour credits will transfer as 2 semester-hour credits. When appropriate, two 3 quarter-hour credit courses will be combined and transferred as one 3 semester-hour credit course.
- ✓ You must have earned a grade of **C** (73% or 2.0) or higher in order for a course to be transferable.
- ✓ In some cases, we may request that you provide a course description from your previous institution's catalog.
- ✓ In order to receive transfer credit for an International Baccalaureate course, the course must have been taken at the Higher Level (HL), with a minimum grade of 4 earned.
- ✓ Certain courses taken at Berkleemusic.com, in Fall 2004 or later, for credit or as part of a certificate program, are transferable. A maximum of two courses may be applied to the General Elective requirement; the transfer equivalent is two credits per course. For the most up-to-date list of transferable courses, please visit <http://www.berklee.edu/admissions/transfer.html>.
- ✓ Once the Office of the Registrar has received your transcript, please allow one week for it to be evaluated. In situations where further research is required—such as international transcripts, or transcripts from more than 10 years ago—please allow additional time.
- ✓ Refer to your major grid to find how the transferred courses will fulfill specific requirements. If you have not declared a major—Entering students generally do not declare a major until going into their second year—refer to the grids of the majors you are considering. To view the major grids online, log in to **my.berklee.net**, go to the **Student Services** tab, then click on **Academic Requirements**. You may also go to **www.berklee.net/re** (no login required), and click on **Academic Requirements**.
- ✓ If you have questions after receiving your Transfer Credit Evaluation Report, or viewing your transfer credit online (on my.berklee.net, under Student Services, View Transcript), please contact the Information Projects Coordinator at transfercredits@berklee.edu, 617-747-8519, or in the Office of the Registrar.

Berklee does not accept the following courses for transfer credit:

- ✓ Music courses, except for music history courses, and those taken at Berkleemusic.com.
- ✓ Applied art, such as ceramics, painting, or photography; dance, theater; computer science, engineering, physical education; courses tailored for a specific vocation, such as auto mechanics, law, nursing, or optometry.
- ✓ English courses taken at international institutions where English is not the official language.
- ✓ English as a Second Language

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Degree Program - Below is a list of Berklee courses for which transfer credit is granted. Please refer to your major grid or Academic Department, or the grids of the majors you are considering for more information.

Course Number	Course Title	Credit Amount	Additional Info
LIBERAL ARTS			
LCOR 111	College Writing 1: Structure and Styles	3	Required of all majors
LCOR 112	College Writing 2: Literary Themes This course must have a strong literary component.	3	Required of all majors
LCOR 211, OR LCOR 221	History of Western Civilization 1 (to 1600), OR World Civilizations before 1500	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 212, OR LCOR 222	History of Western Civilization 2 (1600 and on), OR World Civilizations since 1500	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 223	History of World Civilization Topics: any History course can act as a topics course (<i>ie</i> : American History; History of Soviet Russia etc.)		The World Civilization topics course satisfies 3 credits of the 6 credit Western/ World Civilization requirement
LCOR 213	History of Americas I	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 214	History of The Americas II	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 215	History Of Modern East Asia	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 216	History of the Middle East	3	There are 2 history courses are required for the BM. One must be a survey course. This course will satisfy the history survey requirement.
LCOR 231	History of Art 1 (Prehistoric to Gothic)	3	There are 2 art history courses required for the BM. One must be a survey course. This course will satisfy the art history survey requirement.
LCOR 232	History of Art 2 (Late Gothic to Contemporary)	3	There are 2 art history courses required for the BM. One must be a survey course. This course will satisfy the art history survey requirement.
LCOR 233	Art History topics: any Art History course can act as a topics course (<i>ie</i> : Japanese art; Mesoamerican art etc.)	3	The art history topics course can be used to satisfy 3 credits of the art history requirement.
LHUM 200	Liberal Arts Elective, includes foreign languages, journalism, philosophy, and other humanities courses.	3	Required of all majors. A maximum of six credits will be applied towards the Liberal Arts Elective requirement, and a maximum of six credits will be applied towards the General Elective requirement.

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Course Number	Course Title	Credit Amount	Additional Info
LMSC 200	Physical/Natural Science, includes anatomy/physiology, astronomy, biology, botany, chemistry, ecology, environmental/earth science, geology, physics, zoology and other Sciences. This also includes mathematics courses above the LMSC 230 level, LMSC 230 or College Mathematics does not fulfill this requirement	3	Required of all majors
LMSC 208	Principles of Music Acoustics	3	Required of MPED and MSYN majors
LMSC 209	Applications of Music Acoustics	3	Required of MPED and MSYN majors
LSOC 200	Social Science, includes anthropology, economics, geography, gerontology, history, political science, psychology, religion, sociology	3	Required of all majors
MUSIC BUSINESS/ MANAGEMENT			
MB 201	Principles of Business Management	2	Required of all MBUS majors
MB 225	International Economics and Finance	3	Required of all MBUS majors
MB 275	Principles of Financial Accounting	2	Required of all MBUS majors
MB 351	Data Management and Statistics	2	Required of all MBUS majors
MUSIC EDUCATION and MUSIC THERAPY			
LHUM-475	Philosophy of Education	3	Required of all MUED majors
LSOC-211	General Psychology	3	Required of all MUED and MTHE majors
LSOC-411	Child and Adolescent Psychology	3	Required of all MUED majors
LSOC-421	Abnormal Psychology	3	Required of all MTHE majors

MUSIC HISTORY			
LHAN-211	History of Western Music 1 (Middle Ages through Baroque)	2	Required of most majors – see your major grid
LHAN-212	History of Western Music 2 (Classical to Modern)	2	Required of most majors – see your major grid
LHAN-221	History of Jazz	2	Applied to General Elective
LHAN-222	History of Rock Music	2	Applied to General Elective

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Diploma Program – The following transferable courses will be applied ONLY towards the General Elective requirement and cannot be used to fulfill any other requirement.

Course Number	Course Title	Credit Amount	Additional Info
LIBERAL ARTS			
LHUM-200	Liberal Arts Elective, includes foreign languages, journalism, mathematics, philosophy, and general humanities courses, as well as the physical/natural and social sciences listed on page 3	3	A maximum of 12 Liberal Arts credits may be applied toward the General Elective requirement.
MUSIC BUSINESS/ MANAGEMENT			
MB-201	Principles of Business Management	2	Applied to General Elective
MB-225	International Economics and Finance	3	Applied to General Elective
MB-275	Principles of Financial Accounting	2	Applied to General Elective
MB-351	Data Management and Statistics	2	Applied to General Elective
MUSIC HISTORY			
LHAN-211	History of Western Music 1 (Middle Ages through Baroque)	2	Applied to General Elective
LHAN-212	History of Western Music 2 (Classical to Modern)	2	Applied to General Elective
LHAN-221	History of Jazz	2	Applied to General Elective
LHAN-222	History of Rock Music	2	Applied to General Elective

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Advanced Placement (AP) Examination and Course Summary

Berklee recognizes AP coursework, and accepts AP exam results as transfer credit. Below is a list of the AP exams, the required minimum scores and semester hours to be granted transfer credit, and Berklee's equivalent courses.

AP Examination	Minimum Score Required	Semester Hours	Berklee Equivalencies
Art History	3	3	LCOR 231
Biology	3	3	LMSC 200
Calculus AB	3	3	LMSC 200
Calculus BC	3	3	LMSC 200
Chemistry	3	3	LMSC 200
Computer Science A	3	3	General Elective (?)
Computer Science AB	3	3	General Elective (?)
Economics: Macro	3	3	LSOC-200
Economics: Micro	3	3	LSOC-200
English Language and Composition	3	3	LCOR 111
English Literature and Composition	3	3	LCOR 111 or LCOR 112 (For Students who have already received LCOR 111 credit)
Environmental Science	3	3	LMSC-200
European History	3	3	LCOR 211
French Language	3	3	LHUM 151
French Literature	3	3	LHUM 200
German Language	3	3	LHUM 200
Government & Politics: Comparative	3	3	LCOR 223
Government & Politics: United States	3	3	LCOR 223
Latin: Vergil	3	3	LHUM 200
Latin Literature	3	3	LHUM 200
Music Theory	3	3	NO EQUIVALENCY
Physics B	3	3	LMSC 200
Physics C: Mechanics	3	3	LMSC-200
Physics C: Electricity and Magnetism	3	3	LMSC-200
Psychology	3	3	LSOC 211
Spanish Language	3	3	LHUM 161
Spanish Literature	3	3	LHUM 200
Statistics	3	3	LMSC 200
Studio Art: Drawing	3	3	NO EQUIVALENCY
U.S. History	3	3	LCOR 223

* If a student already has earned credit for LMSC-200, LMSC-230, or LSOC-200, then LHUM-200 will be used instead.

** If a student earns credit for **both** micro and macro economics, then MB-225 will be used as one of the equivalencies with LSOC-200.

To have official AP scores sent to Berklee College of Music, please call (888) 225-5427.

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College Level Examination Program (CLEP) Credit Recommendations and Berklee Equivalencies

Berklee accepts CLEP exam results as transfer credit. Below is a list of the exams, the required minimum scores and semester hours to be granted transfer credit, and Berklee's equivalent courses.

CLEP Examination	Minimum Score Required	Semester Hours	Berklee Equivalencies
Accounting, Principles of	50	3	MB-275
Business law, Introductory	50	3	NO EQUIVALENCY
Information Systems and Computer Applications	50	3	NO EQUIVALENCY
Management, Principles of	50	3	MB-201
Marketing, Principles of	50	3	NO EQUIVALENCY
Composition and Literature Examination			
American Literature	50	3	LCOR 112
Analyzing and Interpreting Literature	50	3	LCOR 112
English Composition with Essay	50	3	LCOR 111
English Literature	50	3	LCOR 112
Freshman College Composition	50	3	LCOR 111
Humanities	50	3	LHUM 200
Foreign Languages			
French Language, Level 1	50	3	LHUM 151
French Language, Level 2	50	3	LHUM 152
German Language, Level 1	50	3	LHUM 200
German Language, Level 2	50	3	LHUM 200
Spanish Language, Level 1	50	3	LHUM 161
Spanish Language, Level 2	50	3	LHUM 162
History and Social Sciences Examination			
American Government	50	3	LSOC 200
Educational Psychology, Introduction to	50	3	LHUM 475
History of the United States I: Early Colonizations to 1877	50	3	LCOR 223
History of the United States II: 1865 to the Present	50	3	LCOR 223
Human Growth and Development	50	3	LMSC 424
Macroeconomics, Principles of	50	3	LSOC 200
Microeconomics, Principles of	50	3	LSOC 200
Psychology, Introductory	50	3	LSOC-211
Social Sciences and History	50	3	LCOR 223
Sociology, Introductory	50	3	LSOC-200
Western Civilization I: Ancient Near East to 1648	50	3	LCOR-211
Western Civilization II: 1648 to the Present	50	3	LCOR-212
Science and Mathematics Examination			
Biology	50	3	LMSC 424
Calculus	50	3	LMSC 200
Chemistry	50	3	LMSC 200
College Algebra	50	3	LMSC-230
College Mathematics	50	3	LMSC 230
Natural Sciences	50	3	LMSC 200
Precalculus	50	3	LMSC-230

* If a student already has earned credit for LMSC-200, LMSC-230, or LSOC-200, then LHUM-200 will be used instead.

** If a student earns credit for **both** micro and macro economics, then MB-225 will be used as one of the equivalencies with LSOC-200.

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The College Board's College Level Examination Program (CLEP)

Boston Area CLEP Testing Centers

Bunker Hill Community College
250 New Rutherford Avenue
Boston, MA 02129
617-228-2440

Cost: \$95 - (\$35 Bunker Hill Community College fee and \$60 exam fee)
The exam is offered Monday-Friday between 10 a.m. and 2 p.m.

Suffolk University
Ballotti Learning Center
148 Cambridge Street
Boston, MA 02108
617-573-8235

Cost: \$80 - (\$20 Suffolk fee and \$60 exam fee)
Call for exam times

UMASS Boston
Campus Center, Upper Level, Room 133
110 Morrissey Boulevard
Boston, MA 02125
617-287-5522

Cost: \$80 – (\$25 administrative fee and \$55 exam fee)
The exam is offered on Mondays at 10 a.m., 1 p.m., 3 p.m., and 6 p.m.

For further scheduling and pricing information, please contact the appropriate school.

To have official CLEP results sent to Berklee, please call 800-257-9558.

1/29/07