

INTERNAL REVIEW FOR TRANSFER CREDITS FORM



Mail or fax this form to: Student Services Department
 CGA Ontario
 240 Eglinton Avenue East
 Toronto, ON M4P 1K8
 Fax: 416-322-6481

240 Eglinton Avenue East
 Toronto ON M4P 1K8
 Tel: 416.322.6520
 Fax: 416.322.6481

PERSONAL

Dr. Mr. Mrs. Ms. Miss.
 Student ID: EE ST ID#

Surname Given Name(s)

Middle Name(s) Email Address

Address Apt #/Unit #

City Province Postal Code

Home Telephone () Mobile Number ()

Fax ()

CREDENTIAL REVIEW

Academic Credential Review: Transfer Credits (TC), Challenge Exams (CX)
 Note: A maximum of two internal reviews relating to the same course will be permitted only if additional information or documentation is provided.

Transfer credit request for course(s)	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Challenge exam request for course(s)	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
List courses appealed for first time	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
List courses appealed for second time	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

REQUEST SPECIFICS

Course	Grade	Course Completion Date	CGA Course Equivalent
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

SUPPORTING MATERIALS

List enclosed course supporting documents: (i.e., Syllabus; Course Description; Transfer Credit Policy)

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

COMMENTS REGARDING APPEAL

If you would like to add a comment about your appeal, please add it here:

DECLARATION

I understand that if I make a false declaration, I will be subject to the Association's disciplinary actions. All information given herein as part of this application for registration is true and complete.

Signature of Applicant _____

Date _____

PRIVACY POLICY

The personal information collected on this form (and any other personal information collected and maintained in the course of a student's academic progress through the program of professional studies as part of a student's record) will be used for the purposes of: (i) regulating students in accordance with the provisions under The Accounting Professions Act, 2009, CGA Ontario's By-Law and the Code of Ethical Principles and Rules of Conduct; (ii) admission; (iii) processing payments; (iv) administering program, course and event registration; (v) confirming to employers your status whether active or not in the CGA program of professional studies; and (vi) providing you with essential communications. We would also like to use this information and share it with our national affiliate, CGA Canada, and our provincial chapters for purposes of (vii) communications of services that may interest you, CGA research and development.

If you **do not consent** to the purposes set out in item (vii) check here

Personal information is handled in accordance with CGA Ontario's Privacy Policy, which can be found at www.cga-ontario.org

POLICIES

1. University of Toronto or WES evaluation required to determine if university degree requirement has been satisfied.
2. Transfer credits are considered only for post-secondary courses completed. Practical experience is not part of the academic review.
3. You were granted transfer credits by an external institution. CGA Ontario requires the original documents from the institution where you completed these courses in order to complete your assessment.
4. AU1 equivalent courses must be completed within the last 10 years for transfer credit consideration.
5. TX1 equivalent courses must be completed within the last 5 years in order to be eligible for transfer credit status.
6. MS1 equivalent courses must be completed within the last 15 years in order to be eligible for transfer credit status.
7. Applicants from a country that does not have English as an official language will be required to complete CM1 or the Canadian equivalent.
8. Grades of "B" or "70%" from colleges are required for transfer credit consideration.
9. Credit in CM1 requires the satisfactory completion of two half-credit courses. One course must be in Business Communication, Effective Writing or Report Writing. The second course can be another writing course or a course in English.
10. Grades of "C" or "65%" from your university are required for transfer credit consideration (*please check transfer credit policy, i.e. York has minimum grade requirement of "C").
11. Grades of "C+" or "70%" from your university are required for transfer credit consideration (*please check transfer credit policy, i.e. University of Windsor has minimum grade requirement of "C+").
12. You, as a member with the <insert association> a professional accounting body that has standards and requirements similar to those of the CGA-Canada, have been offered maximum transfer credit status (based on group status transfer credit policy, i.e. CPA US has Group 2 status, therefore students get Group 2 transfer credits).
13. If more than one post secondary course is required in order to obtain a transfer credit for a CGA course, the courses must be completed through the same institution. CGA Ontario does not grant transfer credits based on another institutions evaluation.(i.e. you cannot take Micro at York University and Macro at Humber College for EM1 credit).
14. Please have your association forward a letter of membership indicating you are an active member in good standing for additional transfer credit consideration.
15. The LW1 course is not eligible for transfer credit unless a Canadian equivalent course has been completed.
16. To be eligible for a transfer credit in BC1 students need transfer credits in FA1, FA2, FA3, CM1, MA1, MS1, FN1 and have a diploma or degree from a recognized post-secondary institution.
17. We will only accept grades that are 10 points above minimum for transfer credit status with CGA Ontario (usually for Indian Universities).

Note: Transfer credit policies are subject to change without notice as course content and/or program requirements are revised. Students are encouraged to regularly check the CGA Ontario website for changes to Ontario post-secondary College or University transfer credit policies. Refer to https://www.cga-ontario.org/Prospective_Students/Becoming_a_CGA/Transfer_Credits.aspx

OFFICE USE ONLY										
Results of Appeal:										
Granted:	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Denied:	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Panel's Comments:										
Panel's Signatures:										