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7-00	HOW TO USE THE NON-COURSE EQUIVALENT (NCE)	IV	G.1

G. How to Use the Non-Course Equivalent (NCE) Field

This field is used to indicate how a course is treated upon transfer when the course equivalent is not an actual course (e.g. general or departmental elective, no degree credit). It may be used to define a course equivalent on the "Equivalency Detail" screen or to search for equivalencies using a specific NCE value on the "Find Which Equivalencies" screen.

Often, a systemwide or institutional footnote is used in conjunction with a specific NCE value to provide additional information about how the course transfers. In such cases, when updating the NCE value, the footnote field also will need to be updated. The table on the following page provides a description of the NCE values and lists the systemwide footnotes that are often associated with them.

To use the NCE field:

1. Enter the appropriate value in the NCE field or select the value from the HELP List when the course equivalent is a general elective ("01"), an Admissions Office decision ("02"), a general confer ("04"), or no degree credit ("21"). (Refer to "How to Use Help" [Sect. B].) For these NCE values, To Department and To Course must be blank (Figure G-1).
OR
2. Enter the appropriate value in the NCE field or select the value from the HELP List when the course equivalent is a departmental elective ("11"), a departmental confer ("12"), or departmental activity ("13"). (Refer to "How to Use Help" [Sect. B].) For these NCE values, To Department also must be specified but To Course must be blank (Figure G-2).
OR
3. Enter the appropriate value in the NCE field or select the value from the HELP List when the course equivalent is a GE (Breadth) elective ("03"). (Refer to "How to Use Help" [Sect. B].) For this NCE value, To Department and To Course must be blank but the GE (BR) area must be specified in the first GE (BR) Granted field (Figure G-3).
OR
4. Enter "00" in the field or select the NCE value from the HELP List (in combination with To Department and To Course) when the course equivalent is an actual course ("Normal Equivalency"). For this NCE value, both To Department and To Course must be specified (Figure G-4).

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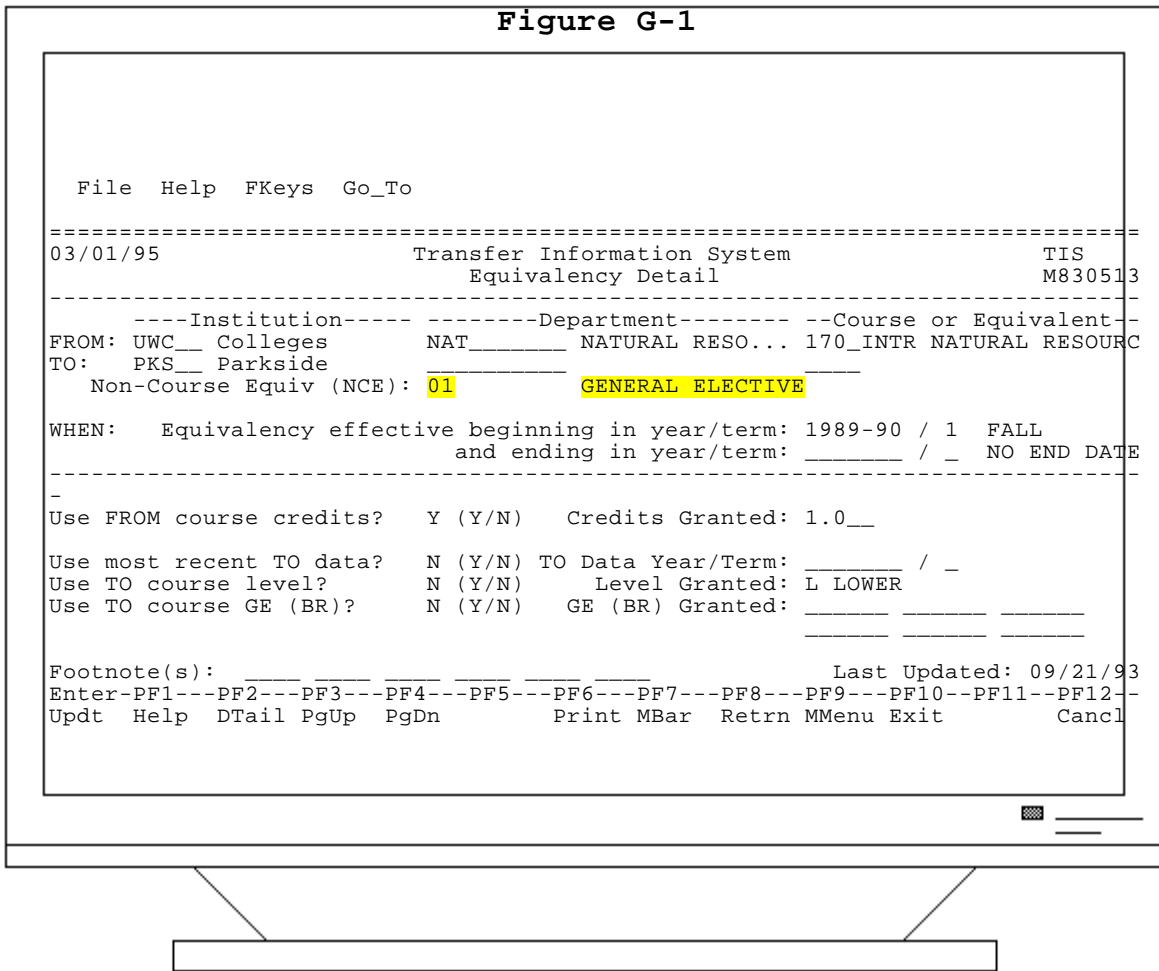
<u>NCE</u>	<u>DESCRIPTION</u>	<u>FTN(S)</u>
00 = Normal Equivalency	An equivalency for which the equivalent is an actual course	1
01 = General Elective (GEN EL)	An equivalency for which general elective credit is granted	1,3
02 = Admissions Office (ADM OFF)	An equivalency for which the receiving institution's Admissions Office determines the course equivalent on a case-by-case basis	4
03 = GE (Breadth) Elective (GE(BR) EL)	An equivalency for which elective credit is granted within a specified General Education (Breadth) area	
04 = General Confer (GEN CONF)	An equivalency for which students must confer with an appropriate department, which is not specified, at the receiving institution to determine whether or not degree credit will be granted	2,11
11 = Departmental Elective (DEPT EL)	An equivalency for which departmental elective credit is granted	
12 = Departmental Confer (DEPT CONF)	An equivalency for which students must confer with the specified department at the receiving institution to determine whether or not degree credit will be granted	2,3
13 = Departmental Activity (DEPT ACT)	An equivalency for which departmental activity credit, such as physical education or music, is granted	
21 = No Degree Credit (NDC)	An equivalency for which no credit toward a degree is granted	5

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FIGURES G-1 THROUGH G-4 SHOW DIFFERENT USES OF THE NON-COURSE EQUIVALENT FIELD:

Figure G-1 shows that UW Colleges course NAT 170 is a general elective (01) at UW-Parkside.

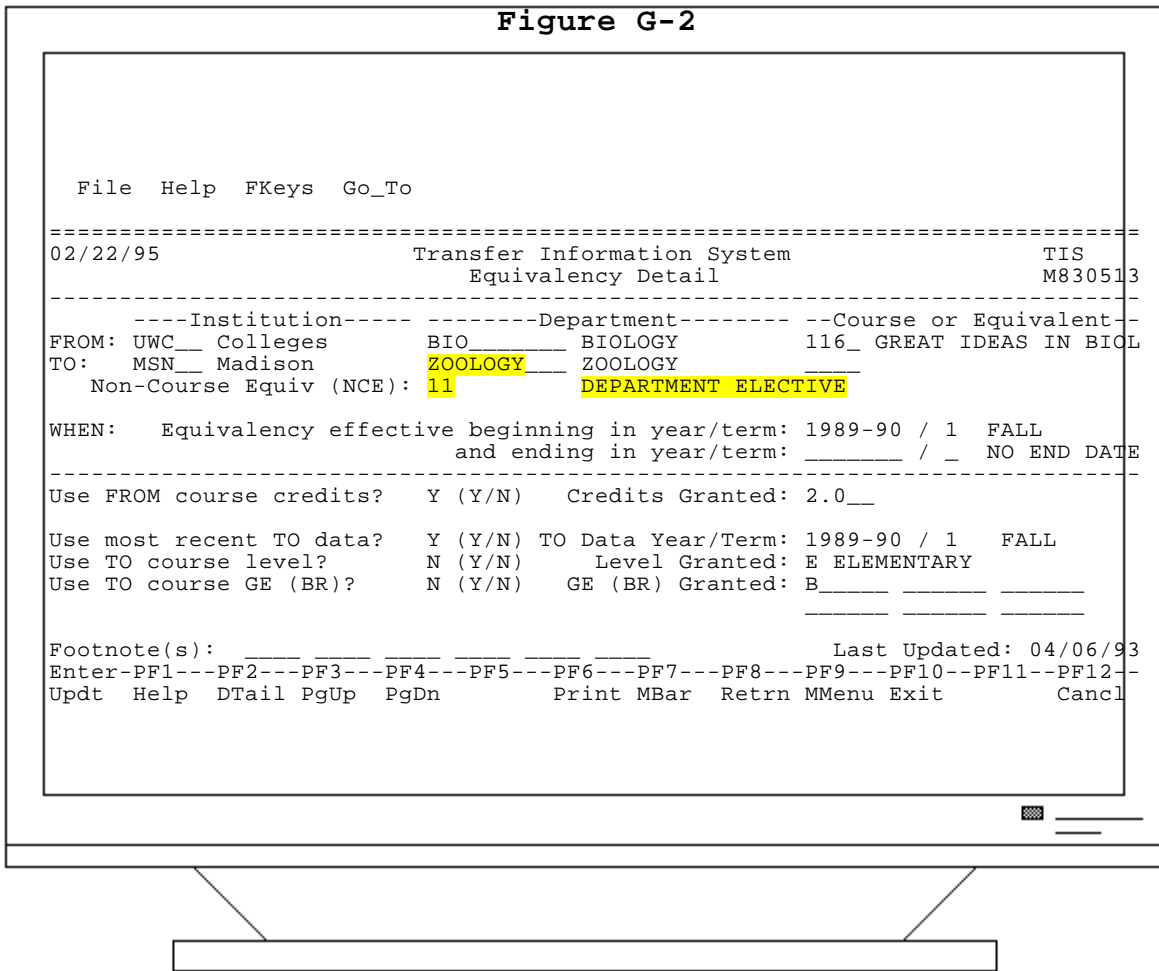
Figure G-1



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Figure G-2 shows that UW Colleges course - BIO 116 is a departmental elective (11) at UW-Madison.

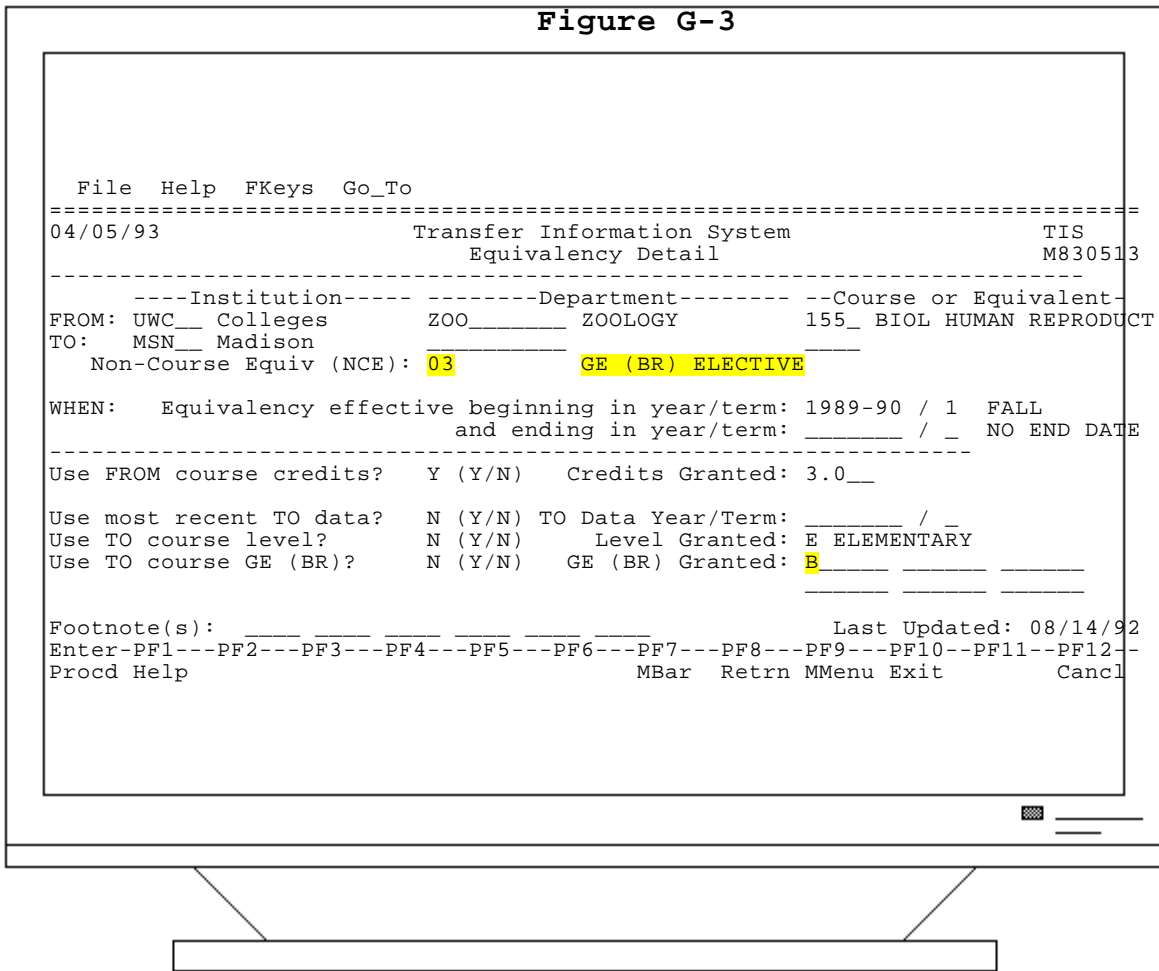
Figure G-2



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Figure G-3 shows that UW Colleges course ZOO 155 is a general education (breadth) elective (03) in the Biological Science breadth area at UW-Madison.

Figure G-3



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Figure G-4 shows that UW Colleges course - BIO 107 is equivalent to GEOG 339 at UW-Madison. (Note that the Non-Course Equivalent field is "00".)

Figure G-4

