

## **Transcript Evaluation and/or Transfer Degree (AD-T) Reciprocity (per Laura Bollentino, A.O.)**

Counselors please send via email ([lbollentino@peralta.edu](mailto:lbollentino@peralta.edu)) the following documents (**please read carefully**):

1. Transcript Evaluation **for Transfer** from Regionally Accredited Institutions:
  - a. All student's transcripts (including PCCD);
  - b. Course description[s]; and
  - c. Other relevant information, if applicable.
2. Transcript Evaluation and Transfer Degree Reciprocity:
  - a. All student's transcripts (including PCCD);
  - b. Course descriptions;
  - c. CCC AD-T catalog information; and
  - d. Other relevant information, if applicable.
3. Transcript Evaluation **for G.E/Local Degrees** from Nationally or Regionally Accredited Institutions ([per A.P. 4100](#), pp. 4-5)
  - a. All student's transcripts (including PCCD);
  - b. Course descriptions; and
  - c. Other relevant information, if applicable.
  - d. **Special Notes:**
    - No PCCD Substitution form **for G.E/Local Degrees**.
    - Substitution form is for Major course work to be evaluated by department chair if you are unsure regarding course work comparability.

### **Please note:**

1. A.O. might not be available during summer, winter and spring breaks, see 3rd note below.
2. Also, it might take longer to respond if A.O. is working peak enrollment period, last two weeks of the semester, and 11-month days, contracted to work as a general counselor, see 3rd note below.
3. Our college evaluator, Angel (Shou) Huang, has been trained on AD-T reciprocity and transcript evaluation as well. (contact info: [shuang@peralta.edu](mailto:shuang@peralta.edu))

**4/6/2022**