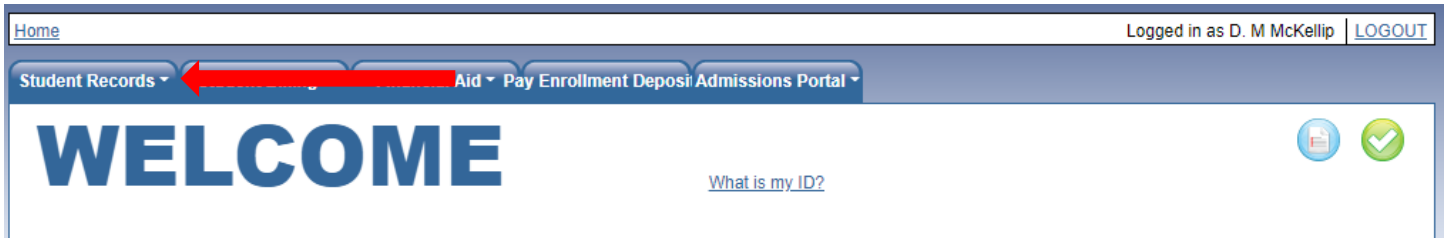


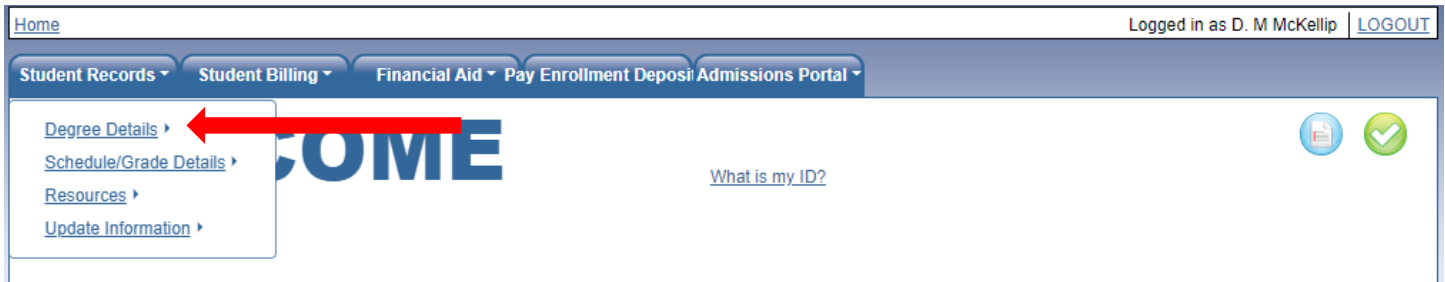
Purpose: To be able to view and Interpret evaluated transfer credit using the transfer credit detail screen.

Process:

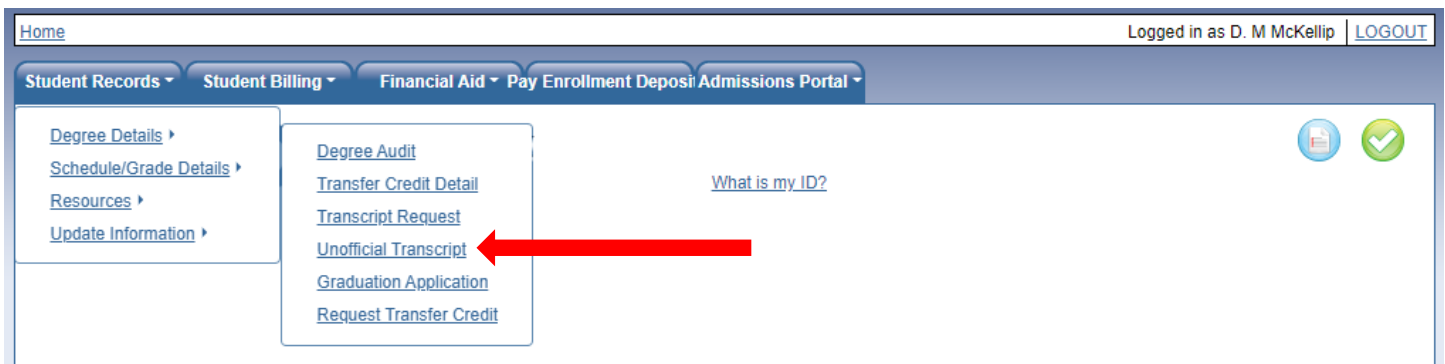
- 1) Log into your EmpowerMe account.
- 2) Select *Student Records*.



- 3) Select *Degree Details*.



- 4) Select *Unofficial Transcript*.



- 5) Look for the section in the unofficial transcript entitled (Undergraduate Transfer Classes).

(Undergraduate Transfer Classes)				
School	Course/Our Course	Course Name	Grade	Credits
University of Toledo	ANTH2800	Cultural Anthropology	T	3
	SOC 211	CULTURAL DIVERSITY		
University of Toledo	ENGL1110	COLLEGE COMPOSITION I	T	3
	ENG 101	ENGLISH COMP I		

a. *School* identifies the transfer institution

(Undergraduate Transfer Classes)

<u>School</u>	<u>Course/Our Course</u>	<u>Course Name</u>	<u>Grade</u>	<u>Credits</u>
University of Toledo	ANTH2800	Cultural Anthropology	T	3
	SOC 211	CULTURAL DIVERSITY		
University of Toledo	ENGL1110	COLLEGE COMPOSITION I	T	3
	ENG 101	ENGLISH COMP I		

b. *Course/Our Course*

- i. The first line identifies the course taken at the transfer institution.

(Undergraduate Transfer Classes)

<u>School</u>	<u>Course/Our Course</u>	<u>Course Name</u>	<u>Grade</u>	<u>Credits</u>
University of Toledo	ANTH2800	Cultural Anthropology	T	3
	SOC 211	CULTURAL DIVERSITY		
University of Toledo	ENGL1110	COLLEGE COMPOSITION I	T	3
	ENG 101	ENGLISH COMP I		

- i. The second line identifies the course equivalent at Mercy College.

(Undergraduate Transfer Classes)

<u>School</u>	<u>Course/Our Course</u>	<u>Course Name</u>	<u>Grade</u>	<u>Credits</u>
University of Toledo	ANTH2800	Cultural Anthropology	T	3
	SOC 211	CULTURAL DIVERSITY		
University of Toledo	ENGL1110	COLLEGE COMPOSITION I	T	3
	ENG 101	ENGLISH COMP I		

c. *Credits* identifies the number of credits transferred into Mercy College.

- i. The first line identifies the course taken at the transfer institution.

(Undergraduate Transfer Classes)

<u>School</u>	<u>Course/Our Course</u>	<u>Course Name</u>	<u>Grade</u>	<u>Credits</u>
University of Toledo	ANTH2800	Cultural Anthropology	T	3
	SOC 211	CULTURAL DIVERSITY		
University of Toledo	ENGL1110	COLLEGE COMPOSITION I	T	3
	ENG 101	ENGLISH COMP I		

For questions, please, email the Office of Student Records at Registrar@mercycollege.edu.