

COURSE TRANSFER OR COURSE EXEMPTION POLICY

1. INTRODUCTION

For the definition of ‘Transfer Courses/Credits’ and ‘Exempt Courses’ see Section “Award of Credits, Transfer Credits & Transfer Students, Exemption” of the [School Catalog](#).

This form is to be filled and submitted by students who wish to

- Transfer credits for a course/s offered at VaYU or
- Take an exemption for a mandatory course in a program the student has registered

1.1. RULES FOR TRANSFER OF CREDITS FROM OTHER INSTITUTIONS TO VAYU

A Course Transfer allows the student to not only not take the course at VaYU, but allows savings on the tuition and effort of not taking the equivalent VaYU course. A Course eligible for Transfer should have the following requirements:

- The course should be from an accredited institution in the US or from a well-recognized institution abroad.
- A minimum grade of ‘B’ should have been attained.
- The student should not have used the course towards any degree.
- The total transfer credits to a VaYU Program cannot exceed 6 (six) credits.
- The course to be transferred should map completely or substantially to an existing VaYU course.
- Student should provide documented evidence of the following:
 - Course Description, Syllabus, Certificate (if any), and, copy of the Transcript (directly submitted to VaYU from the original institution if the institution is from the US).

Please refer to the section on ‘Credit Transfer’ in the [School Catalog](#) for more details.

Table 1: Transfer Credits for Certificate holders of Yoga Teacher & Yoga Therapy qualifications.

Sl #	Certificate	Bridge Course	Transferred (Waived Credits)
1.	YIC	None	YMS 104P
2.	RYT 200/500/800	YBC 101P Bridge Course for RYT	YMS 104P
3.	PGDYT or YTT or YTIC	None	YMS 104P (3) & YMS 101T (2) – Total 5
4.	C-IAYT	YBC 102P Bridge Course for C-IAYT	YMS 104P (3) & YMS 101T (2) – Total 5

The VP of Academics has given the formal approval to Admission Committee to transfer the below-listed courses for incoming students with Yoga Teacher or Yoga Therapist certificates. Students with YA-RYT and C-IAYT will be waived or Transferred credits after taking a Yoga Bridge Course (YBC101P and YBC 102P respectively). See Table 1 for details.

1.2. RULES FOR COURSE EXEMPTION

‘Exemption’ from a course is granted when the student can demonstrate independent knowledge of the course material. This demonstrable knowledge may have been acquired through any of the following

- Self-study
- If the student has taken the course at another institution but is unable to produce documentation

- iii. The course has been already used towards a degree or a diploma.

The student 'Exempt' from a course will not save any tuition, as the Student will have to take another course with equivalent credits at VaYU. 'Exemption' is limited only to the mandatory core courses offered by VaYU at this time for Master's students.

Please refer to the section on '*Exemption from a Course*' in the [School Catalog](#) for more details.

2. STUDENT RESPONSIBILITIES

A student wishing to transfer credits for a course/s or take an exemption of a course/s shall submit an application in the prescribed format given below together with all supporting documentation as required. Applications for such Transfer or exemption considerations must be made formally at least four weeks in advance of the semester where such Transfer or Exemption has to be in effect.

3. VAYU OFFICE RESPONSIBILITIES

On receipt of the application for Transfer Credit or Course Exemption, the Office of VP of Academics will examine every request of Transfer or Exemption of courses with great care. This Office of the VP leads the development of curriculum at VaYU and is familiar with mapping a course from another institution to an equivalent course in the VaYU curriculum as appropriate. Over time, the VP will develop a database of such transfers. If necessary, VP discretionarily consults with any Unit or Department Head or Faculty for help in evaluating the course to be transferred or Course exemption being requested. Based on the credentials and supporting documents submitted, the Office of the VP can Approve or Reject the request for each course. The decision of the Office of VP is final cannot be appealed.