

Transfer Credit Policy

转学分政策 | Effective 24 August 2026

1. Principle | 基本原则

Transfer credit is not automatic. Kiwi Academy evaluates official prior learning for authenticity, level, duration, content, learning outcomes, grading, and relevance to the student's programme. The decision belongs to the school and does not guarantee acceptance by another institution.

2. Required evidence | 所需材料

Applicants normally submit an official transcript or school report, course titles and dates, credits or instructional hours, grading scale, and - when needed - syllabi, assessment samples, laboratory information, and certified translations. Documents should come directly from the issuing institution or through a verifiable channel.

3. Credit conversion | 学分换算

A full-year course comparable to at least 120 documented hours may receive up to 1.0 credit; a semester course comparable to at least 60 hours may receive up to 0.5 credit. Partial or non-comparable study may receive reduced credit, elective credit, placement without credit, or no credit. Duplicate content is not awarded twice.

4. Limits and residency | 限制与校内修读

A student must earn at least 6.0 credits through Kiwi Academy and complete the final academic year under a Kiwi Academy-approved plan to receive its diploma. At least 2.0 of those credits must be earned during the final year. Exceptions require documented approval by the Academic Director and Principal.

5. Recording and appeal | 记录与申诉

Accepted transfer credit appears with the source institution, course or subject, credit, and transfer designation. Transfer grades are excluded from Kiwi Academy GPA unless a written articulation rule states otherwise. Students may request reconsideration under the Complaints & Appeals Policy within 10 school days.