

The Transfer Planning Checklist

IF you are planning to transfer and pursue a Bachelor's degree, it is important for you to know -

- 1 You can create your successful transfer using the steps outlined here.
- 2 Student Planning Counselors may assist with your decision-making and planning process.

During the planning process, it is advisable to meet with a Student Planning Counselor. You will be asked to complete the following checklist -

- Select a major**, Need help selecting a major for your Associate or Bachelor degree?
- Use the *Discover* on-line self assessment and career guidance program, obtain from Career Services, Rollins top of stairs, 215-968-8195
 - Use our on-line self assessment
<http://www.bucks.edu/careerservices/choosing.html>
 - You may also use your beginning courses to explore possible areas of interest, if you are unsure of a major – and delay choosing the major until your second semester.

- Select three colleges that offer the major of your choice.** For each school, consider the following criteria:

| College | Cost | Location | Setting | Agreement w/BCCC |
|---------|------|----------|---------|---------------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

(See agreements brochure, titled, “Transfer Articulation Agreements”, available at the Transfer Center; also see web site www.bucks.edu/transfer).

- Check for transfer agreements** between Bucks and other colleges in the area. Go to www.bucks.edu/transfer, and see “Transfer Articulation Agreements”. Or, pick up our Transfer Agreement Brochure in Transfer Office.

- Talk to an Advisor about Associates Degree options.**

Don't know what colleges offer your chosen major? See College Blue Books, book #3, Degrees Offered by College and Subject, or 2002 Higher Education Directory, or Four Year Colleges published by Thomson/Peterson's – all hardcopy found in Transfer Office, Rollins Center or use Internet, Petersons.com.

- Visit each college.**
- First visit the website.
 - Then take a tour, talk to the Dean or Admissions representative, and request permission to sit in on several classes.
 - Talk to students after class and in cafeteria; ask: How do you like it here?

- Prioritize colleges.**
 - First choice _____
 - Second choice _____
 - Third choice _____

- If an articulation agreement does not exist for your chosen major at your chosen college, LIST the courses that you would have taken, as a freshman (first year) and as a sophomore (second year) at that college.** Do this so that you can match the courses.

- Find equivalencies for the courses in your LIST**(see above). Use the Transfer Data Books (large binders) at the Transfer Office, Rollins, second floor or use website, www.bucks.edu/transfer. Soon many equivalencies will be on-line at www.bucks.edu/transfer.

- Match List of equivalencies from item above with Bucks Degree Requirements** in Bucks Catalog or on-line at www.bucks.edu.

- Apply to your chosen colleges.**
 - Request an application from the college or apply on-line at the college’s website. Do this early in the semester before you plan to enroll at the transfer school. Complete all steps on the application.
 - One of the steps will be to have an official transcript sent from Bucks to “xyz” university. To do this, you will go to the Admissions/Registration Office, Pemberton Hall.

- Receive acceptance notification.**

- Then request thorough evaluation of transfer credit. Ask for the following:**
 - How many credits will transfer into your program of study (major)?
 - For what specific courses have you been given credit?
 - What specific courses do you still need to earn the bachelor’s degree?
 - Can any of the remaining courses needed for degree completion be taken at Bucks and transferred to “xyz” university? If so, which ones?

- As a general rule –**
If you would have been accepted to your first choice college on the basis of your high school grades and SATs, then, you can apply to your chosen college at any point. If you would not have been accepted, then you will usually need to build a record of “C+”(2.5) or better grades on 60 credits.

Many people want to complete as many credits as possible at BCCC because its location is convenient, and its costs are significantly less than the costs of “xyz” university. All best wishes to you in your educational endeavors.