Procedure 3.1701

Transfer to Senior Institutions Procedure

The College offers college transfer programs and selected technical programs with transferability to senior institutions.

The student planning to transfer to a four-year college or university will receive assistance from his/her faculty advisor and/or counselor in planning a transfer program; however, it is the responsibility of the student to become acquainted with the courses and credits that will transfer to the receiving institution.

The acceptance of individual courses from the College is determined solely by the institution to which the student plans to transfer. The Comprehensive Articulation Agreement addresses the transfer of students between institutions in the North Carolina Community College System and to constituent institutions of the University of North Carolina.

The student who wishes to transfer should follow these steps:

1. Make an early decision as to which institution to attend and contact the Admissions Office of that institution for recommendations concerning transferable courses.
2. Obtain a current copy of the catalog of the receiving institution and become familiar with the entrance requirements.
3. Meet with a faculty advisor and/or counselor at the College to discuss transfer plans.
4. One or two semesters before time of transfer, check to see that all necessary steps are being taken to complete the transfer process.

By following these steps, the student should have little or no difficulty in completing the transfer process.

References

Legal References: *Enter legal references here*

Cross References: Comprehensive Articulation Agreement Policy

History

Senior Staff Review/Approval Dates: *7/1/2015*

Board of Trustees Review/Approval Dates: *Enter date(s) here*

Implementation Dates: *Enter date(s) here*