

# **TRANSFER**

## **GLOSSARY TERMS & QUESTIONS**

### **What does Transfer mean?**

The term "transfer" describes a student's academic advancement from a community college to a university. Transfer means that you begin your bachelor's degree at a community college and complete it at a university.

### **What is General Education (GE)?**

General Education is a set of courses through which you will become broadly educated by taking classes that cover a wide range of disciplines. GE courses are usually introductory in nature and provide you with fundamental knowledge in English, mathematics, the arts and humanities, social sciences, and physical and biological sciences. You will complete the majority of GE coursework needed to receive a bachelor's degree while you are lower division (freshman/sophomore) student at a community college. After transferring to a university with upper division (junior/senior) status, you will be required to take only a few GE courses, so you can focus on your major. The GE unit requirements for independent and out-of-state institutions vary, but the ratio of lower division to upper division is similar. GE courses are divided into subject areas and GE patterns and describe the number of courses that you must take in each subject area to meet total GE requirements. Each institution has its own GE (sometimes called breadth or core) pattern. There are also GE patterns that are accepted by the entire CSU and/or UC systems for transfer to any campus in that system. Butte, like all community colleges, has adopted a pattern of GE requirements for the granting of an Associate degree.

### **What is Articulation?**

Articulation is the process of evaluating courses to determine whether coursework completed at one institution (e.g. a community college) will meet the requirements at another institution (e.g. a university) for the purposes of admission, transferable units, general education or major preparation. It is this process that ensures that the classes you take at WEST will be credited toward your bachelor's degree requirements when you enter a university. Articulation agreements are formal documents

that describe which coursework is accepted. Some articulation agreements are "course-to-course agreements", meaning that they show a specific course from one institution and the comparable specific course from another. Other articulation agreements are "major agreements", meaning that they show a set of courses that are acceptable to fulfill an entire requirement for major preparation. All segments of the public higher education system in California---the California Community Colleges, the California State University, and the University of California--have agreed to have a single repository for articulation agreements between the community colleges and the universities. That repository is the ASSIST web site, which you will find on the Transfer website.

### **What is a Major?**

A major is a program of coursework in a subject area or discipline that leads to a degree. Your major is the primary area of study in which you will develop the greatest depth of knowledge. The university faculty that teaches in the department of your major will determine the number of units (approximately 120 units) and subject area requirements you must meet to be granted your degree.

### **What is a Minor?**

A minor is a secondary focus of study that you may choose to augment your major for career purposes, for graduate education, or simply out of interest. Most minors require 18-24 units to complete. Minors are only available for some majors and not all schools offer minors.

### **What do I need to do to transfer?**

Start by planning a program of study with your counselor. The program will include courses to satisfy the university's lower division general education and major requirements. Complete the English Communication and Mathematics requirements early in your program of study. Your counselor will be able to advise you as to the best-suited combination of courses to reach your educational objective.

Visit the Transfer Center for an appointment with the representative from the university to

which you want to transfer. Know the application filing deadlines and plan accordingly.

Toward the completion of your program of study be sure to get your General Education (GE) Certification. Do so before you transfer to save yourself the possibility of an additional unit requirement at the university.

Complete the admissions application, providing all information requested in the instruction packet. You will receive notification directly from the university as to your acceptance, provisional acceptance, or denial.

### **Do I need an AA degree to transfer?**

No, the AA degree is not required or considered by the university as an admissions requirement. Many students choose to obtain an AA degree prior to transferring for personal or professional reasons.

### **When do I start the transfer process?**

You are urged to apply as early as possible. Once you have selected your institution(s) you begin to prepare for transfer.

### **What is the best school for my major?**

Computers exist in the Transfer Center so you can research schools. This research can give you a better understanding of where to receive the best education in your field. In addition, talk with Faculty here at WEST who teaches courses related to your selected major to get their idea about schools. Finally, visit universities and talk w/reps and faculty.

### **Do I have to declare a major before transferring?**

For the UC system you will need to declare a major. For the CSU system each campus has its own policy so you will need to check with a university representative.

### **Can I transfer as a sophomore?**

Any student who possesses less than 60 transferable units is a lower division applicant transfer. For the UC system, you would need to have been eligible for admission to the UC directly from high school. For the CSU system, it is possible but under the current budget

conditions this is very difficult. For private and out of state schools this varies and you will need to contact the institutions to determine.

### **How many units can I transfer?**

In most cases for the UC and CSU systems a maximum of 70 semester (or 90 quarter) transferable units are allowed. For California Private and out-of-state institutions the limit can vary so you should check their catalog, website or consult a counselor. You will achieve full junior standing when you have completed 60 transferable semester units.

### **What is the relationship between community colleges and the university?**

Universities offer both lower division (freshman and sophomore) and upper division (junior and senior) coursework. Community colleges offer lower division courses only. The university accepts certain community college courses as comparable to courses that are required for freshman and sophomore students at the university through a process called articulation. In that way, community college courses become transferable and are counted toward the requirements to graduate from the university with a bachelor's degree.

### **What is the difference between the California State University and the University of California?**

The California State University (CSU) system of higher education in California grants the most bachelor degrees. It is a more practical/applied science approach to learning. The University of California (UC) systems are research institutions. The UC grants professional and doctorate degrees as well as bachelor and master degrees. It is considered the more theoretical in approach of the two systems

### **What is the difference between a semester and a quarter?**

Each academic institution operates according to an academic calendar, with terms marking the beginning and end of each session of classes. A semester is a calendar that divides the academic year into 15 - 17 week terms. A quarter is the other most common type of academic term. Each quarter is 10 weeks in length and there are usually three quarters in an academic year.

### **How do I know which courses are transferable?**

A course with a UC: CSU notation next to the course title and prior to the description in the Catalog or schedule of courses published each term indicates that the course is transferable. For California private institutions and out-of-state schools you will need to consult a counselor.

### **How do I find out what classes to take to prepare for my major?**

Universities must show the course requirements for each of the degrees they offer in their catalogs. A large selection of printed catalogs is available in the Transfer Center or you can access them online. For the CSU and UC systems you can access Advising Guides for Transfer in Specific Majors on the ASSIST website. These guides show the requirements for the majors which have articulation agreements.

### **If I earn an Associate degree (A.A. /A.S.), will I be prepared to transfer?**

An A.A. or A.S. degree is not required to transfer to the UC or CSU systems and except for transferring athletes, a degree is not required or considered as an admissions requirement for other institutions. Many students choose to obtain an A.A. /A.S. degree prior to transferring for personal or professional reasons. The program of study for the A.A./A.S. degree can overlap with the lower division preparation for transfer. Privates, out-of-state and international schools vary. If your objective is to transfer, be sure to seek the advice of a Counselor for the appropriate program of study.

### **Are there a maximum number of units that I can transfer?**

California public universities will count a

### **What is an impacted or selective major?**

Impacted or selective majors are those for which the university receives many more applications for admission than the campus or program can accommodate. It also allows the university or department that offers a major to require a higher GPA or specific major preparation as a way to reduce the pool of applicants to those who are best prepared to enter the major.

maximum of 70 community college transferable units toward the total number of units you need to complete for a bachelor's degree. Independent and out-of-state institutions vary in their limits and you should check their catalog or web site for information. Different limits may apply if you have already attended a "four-year" institution and you should meet with a counselor right away.

### **What is the minimum CSU/UC grade point average (GPA) required for transfer admission?**

The minimum GPA to be considered for admissions as a transfer applicant to the CSU is 2.0 for California residents, 2.4 for non-residents. The CSU has designated some highly popular majors or campuses as impacted or high demand, for which higher GPAs and/or minimum course completion are required. The minimum GPA to be considered for admissions as a transfer applicant to the UC is 2.4 for California residents, 2.8 for non-residents. UC campuses have designated some highly popular majors as selective, for which students have to meet competitive selection criteria (higher GPAs and minimum course completion requirements) to be admitted. Grade point averages necessary for transfer to independent and out-of-state universities vary. Consult the institution's printed or online catalog.

### **What is a competitive GPA for transfer?**

Grade point averages necessary to complete for admission to impacted or selective programs vary from year to year, depending on the pool of applicants for any given academic year. Generally, a GPA of 3.5 is considered competitive, though even higher GPAs may be required to gain admission to majors and campuses for which the most students apply.

### **What is IGETC?**

IGETC (pronounced eye-get-see) stands for Intersegmental General Education Transfer Curriculum. It is a course pattern that community college students can use to satisfy lower division GE and major preparation requirements for either the CSU or the UC.

### **What is CSU GE & IGETC certification?**

CSU GE & IGETC certification are documents that are completed and signed by a community

college counselor and states that you have completed the lower division GE requirements for the CSU and/or the UC systems. Becoming CSU GE or IGETC certified means that the university will not require that you take any additional lower division GE. (But you will likely be required to fulfill some upper division GE requirements for graduation from the university.)

### **Will my high school grades and SAT scores count when I transfer?**

The UC and CSU system do not require high school grades and test scores when a student transfers as a junior, 60 or more transferable units.

### **What is a Transfer Admission Agreement (TAG)?**

A TAG is a contract written prior to the application filing date. A TAG guarantees your admission to a participating UC campus. Currently offer TAG' s are offered with UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Cruz, UC San Diego and UC Santa Barbara.

### **Are there advantages to starting your college career at a community college**

### **rather than the four year school?**

Yes, there are several important advantages. The community colleges are much less expensive, and often have smaller class sizes than the four-year schools. Also, it is often easier to get into the university of your choice at the junior level than it is to get in at the freshman level directly out of high school.

### **Do credit/no credit grades transfer? Do "D" grades or "W's"?**

In some classes you can choose the Credit/No Credit (CR/NC) grading option rather than a letter grade. Grades of CR and NC are not factored into your GPA. A CR is a passing grade indicating satisfactory completion of course requirements. A NC grade is not a passing grade but will not hurt your GPA. This grading option is not intended for courses required by your major. Generally, math and English composition courses should be taken for letter grade.

Acceptance of "D" grades is based upon individual campus decisions.

In most cases, W's are not a focus of admission decisions unless there is an excessive number of W's over a longer course of time.