



San Bernardino
Valley College

PLANNING GUIDE FOR TRANSFER STUDENTS

YOUR
TRANSFER
STARTS HERE



TRANSFER CENTER
ADMINISTRATION/STUDENT SERVICES (AD/SS) 203

(909) 384-4410
valleycollege.edu/transfer

Transfer Services mission is to design, develop and implement a variety of strategies that increase the number of SBVC students prepared to transfer to a baccalaureate level institution, the University of California (UC), California State University (CSU) and the Association of Independent California Colleges and Universities (AICCU) statewide.



WELCOME TO SBVC!

Your plan to transfer to a four-year university starts as soon as you enroll at San Bernardino Valley College. The SBVC Transfer Center is here to help you with a smooth transition to university life by providing services, information, and assistance. We offer appointments with university representatives, transfer fairs, admissions workshops, and university tours. Our counselors are available to assist you in developing an education plan specifically designed to meet your transfer goals.

Make an appointment with a transfer counselor early on in your education. Transferring will take dedication and work. SBVC staff and faculty will help you get there.

**SAN BERNARDINO VALLEY COLLEGE
TRANSFER CENTER STAFF AND
COUNSELORS CREATED THIS GUIDE
AND EVERY REASONABLE EFFORT WAS
MADE TO ENSURE ITS ACCURACY.
HOWEVER, INFORMATION IS SUBJECT TO
CHANGE AND THIS GUIDE IS INTENDED
TO BE USED IN CONJUNCTION WITH A
COUNSELOR. THIS GUIDE DOES NOT
REPLACE THE ADVICE OF A COUNSELOR.**



YOUR TRANSFER STARTS HERE

Transfer Center Services



INDIVIDUAL UNIVERSITY APPOINTMENTS

Meet with representatives from the UC, CSU, and private universities on the SBVC campus. Ask questions about admissions, majors, deadlines, and more. Make an appointment in the Transfer Center.

UNIVERSITY INFORMATION TABLES

Drop in at a university information table to speak with a university representative. Information tables are held weekly in the fall semester. Check the Transfer Center online calendar for the most up-to-date information.

TRANSFER APPLICATION ASSISTANCE

Attend a transfer application workshop for the UC and CSU in the fall.

TRANSFER FAIRS

Meet with various university/college representatives on the SBVC campus all in one day. This event is held in the fall and spring.

COMPUTER WORKSTATIONS WITH INTERNET

Use our computers to access university catalogs, college ratings, scholarships, internship information, take a virtual campus tour, and much more!

ONLINE CALENDAR OF EVENTS

Check the online calendar of events for the most up-to-date events and scheduled university representative visits. calendar.valleycollege.edu/sbvctransfer

TRANSFER COUNSELING

Speak with a counselor about transfer requirements, course articulation, and to develop at Student Education Plan (SEP/Ed.Plan)

HONORS PROGRAM

The Honors Program is designed for ambitious and hardworking students who want to challenge themselves, get the most out of their education, and earn an advantage in transferring to a four-year institution.

Transfer Center Events

calendar.valleycollege.edu/sbvctransfer

Visit the Transfer Center regularly or check out our online calendar to get the most up-to-date information on upcoming events.

Some of the center's annual signature events to look forward to include:

FALL EVENTS

FALL

- Transfer Fair
- University Tours
- University Representative Visits
- Transfer 101 Conference
- Transfer Application Workshops

SPRING EVENTS

SPRING

- Transfer Fair
- University Tours
- University Representative Visits
- Transfer 101 Conference
- Transfer Celebration And Reception





STUDENT EDUCATION PLAN (SEP/ED PLAN)

What is a Student Educational Plan?

A Student Education Plan (commonly referred to as an SEP or Ed Plan) is a plan with courses listed by semester. A SEP can help ensure you take courses and participate in services that align with your goals to graduate, transfer, and increase your skills for employment.

One Semester Abbreviated Student Ed Plan:

If a student completes a one-semester SEP, they will have a plan that includes 1-2 semesters of work.

Two Year Comprehensive Student Ed Plan:

If a student completes a two-year comprehensive SEP, they will have a plan that includes everything they need to complete their college goal. You are required to have completed 15 units to request a Comprehensive Ed Plan.

Why is it important to have a Student Education Plan?

An Ed Plan is a roadmap to reaching your academic goals. For example, If you were planning a trip to somewhere that you had never been before, chances are it would take you longer to get there if you didn't have detailed directions; you could even get lost and not make it to your destination at all! Similar to a roadmap, an SEP ensures that you know what you have to do and when you have to do it.

A Student Education Plan also helps ensure that:

- You are not taking too many courses in a semester
- Your semester schedules are well balanced (course load, work hours, extracurricular activities, and/or other commitments)
- You have the appropriate coursework completed by the time you are ready to graduate and/or transfer

WHAT IS AN ACADEMIC GOAL?

The following are common academic goals for community college students:

- *Transfer to a four-year university*
- *Obtain an associate degree*
- *Obtain a certificate*
- *A combination of the above*



THE ASSOCIATE DEGREE

MAJOR

Total units vary by major. At least 18 units are required.

ELECTIVES

Electives give students the opportunity to explore a wide variety of subjects, or to focus more on an area of special interest. Units may vary.

GENERAL EDUCATION

General Education courses are designed to give students the opportunity to experience courses in a variety of academic disciplines. 23 to 39 units are required for General Education.

ASSOCIATE DEGREE FOR TRANSFER (AD-T)

What is it?

AA-T and AS-T stand for Associate in Arts for Transfer, and Associate in Science for Transfer. These degrees are designed specifically for transfer to the California State University System (CSU).

The degrees are the result of the Senate Bill 1440, a transfer bill that required the California Community Colleges to offer associate degrees for transfer in many of the most popular majors. SB 1440 also provides guaranteed admission to California Community College students who have earned an AA-T or AS-T degree.

What are the benefits?

This program provides students with the necessary preparation to transfer to the CSU system and complete a baccalaureate degree with no more than 60 additional units.

Students with an AA-T or AS-T degree will be guaranteed admission to a CSU campus with junior standing. Students will be given priority consideration for admission to their local CSU campus that offers a program that has been designated as “similar” by CSU.

What does this mean?

A student who completes an Associate Degree for Transfer (AD-T) at a California Community College is guaranteed admission to the CSU, but not to any particular campus or program.

WHAT ASSOCIATE DEGREES FOR TRANSFER ARE OFFERED AT SBVC?

- › Administration of Justice AS-T
- › Anthropology AA-T
- › Biology AS-T
- › Business Administration AS-T
- › Communication Studies AA-T
- › Early Childhood Education AS-T
- › English AA-T
- › Film, Television, and Electronic Media AS-T
- › Geography AA-T
- › Geology AS-T
- › Kinesiology AA-T
- › Mathematics AS-T
- › Music AA-T
- › Philosophy AA-T
- › Physics AS-T
- › Political Science AA-T
- › Psychology AA-T
- › Sociology AA-T
- › Spanish AA-T
- › Theatre Arts AA-T

More Information

adegreewithaguarantee.com
valleycollege.edu/degrees

ASSOCIATE DEGREE FOR TRANSFER (AD-T)

THE BACHELOR'S DEGREE

A student who is interested in transferring can earn up to 50 percent of their bachelor's degree at SBVC. Meet with a counselor to set up a Student Education Plan, gain upper division status, and make yourself as competitive as possible for admission into your university of choice.

Upper division transfer student: A student who has completed 60 transferable units and the appropriate course patterns.

SBVC Freshman/ Sophomore

**Minimum Units = 60
Maximum Units = 70**

GENERAL EDUCATION COURSES

High unit majors must consult a counselor

LOWER DIVISION MAJOR PREPARATION

assist.org

ELECTIVES

(If needed)

Four-Year University Junior/Senior

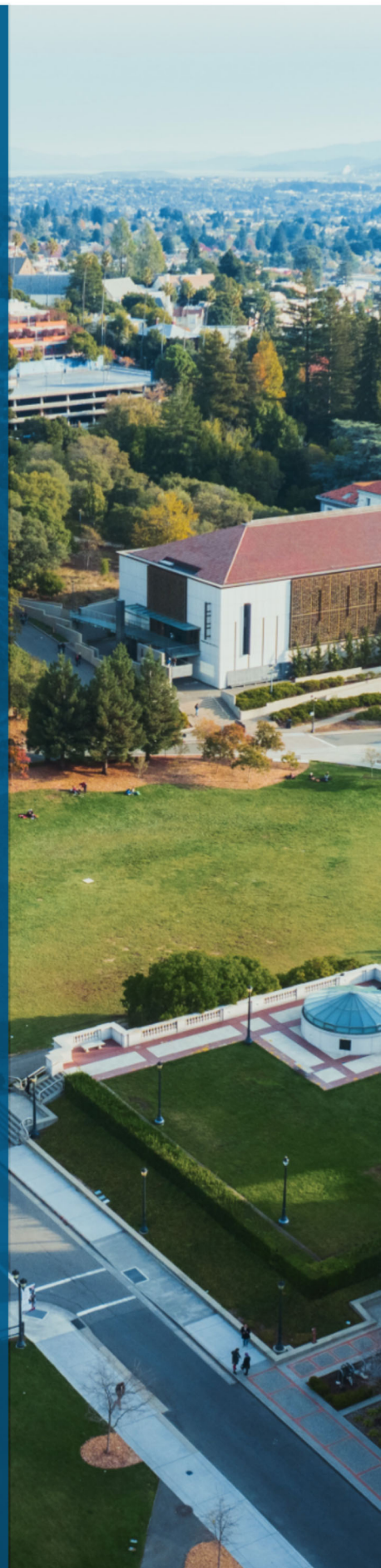
**Minimum Units
for BA/BS = 120**

UPPER DIVISION G.E.

(Varies)

UPPER DIVISION MAJOR COURSES

ELECTIVES, MINOR, DOUBLE MAJOR



UNIVERSITY OF CALIFORNIA SYSTEM (UC)

In just over a century, the University of California has built a reputation of excellence. Offering a broad liberal arts education, preparation for graduate study, and training for professions, the UC has a multitude of programs to suit your needs. UC campuses are primarily research and theoretical institutions providing transfer students with the skills to pursue graduate level degrees. At most campuses, undergraduate majors are offered by academic units called colleges, such as the College of Letters and Science, College of Engineering, and College of Biological Sciences. At San Diego, there are six colleges with distinct philosophies and requirements. Santa Cruz has eight colleges which form smaller communities with unique intellectual interests and social traditions.

UNIVERSITY OF CALIFORNIA SYSTEM (UC)



PREPARE FOR TRANSFER TO THE UC

- 1.** Complete your *English and Math* requirements within your first year at SBVC because the UC places a high priority on students that complete transferable Math & English courses early in their academic careers.
- 2.** Meet with a counselor or take a career planning course to help you focus on a particular major.
- 3.** Complete 60 UC transferable semester units with a minimum 2.4 GPA (2.8 for non-residents) for minimum admission eligibility. The GPA for admission can be significantly higher due to the applicant pool. Along with Math & English, and your major coursework, you are required to complete four courses in at least two of the following areas with grades of "C" or better: Physical/Biological Sciences; Art/Humanities; Social/Behavioral Sciences. Keep in mind that you should work towards a high GPA in order to be a strong applicant.
- 4.** Complete your UC General Education (GE) requirements, usually by completing the Intersegmental General Education Transfer Curriculum (IGETC).

UC TRANSFER ADMISSION GUARANTEE

Students seeking a Transfer Admission Guarantee (TAG) with one of the six participating campuses (UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Barbara, and UC Santa Cruz) may apply using the online planner. Students must satisfactorily complete UC and campus-specific transfer admission requirements to be eligible for a TAG.

The TAG offers early review of your academic record, early admission notification, and specific guidance on major preparation and general education coursework. However, this is subject to change at the discretion of the institutions. To pursue a TAG, you should:

1. *Meet with your community college counselor and/or UC Admissions Representative before submitting your application to your chosen UC campus.*
2. *Once your TAG is approved, fulfill all remaining coursework and GPA requirements designated in your TAG agreement; and apply for admission to UC during the appropriate filing period (universityofcalifornia.edu/apply). Students do not have to participate in TAG to be considered for admission. Non-TAG students should apply for admission during the appropriate application-filing period.*



UC TRANSFER

ADMISSION PLANNER

The UC Transfer Admission Planner (UC TAP) is an online tool to help prospective UC transfer students track and plan their coursework.

The UC TAP tool is designed for use by students transferring from California community colleges, including those students who are seeking a Transfer Admission Guarantee (TAG) with one of the six participating UC campuses.

Students can use the Transfer Admission Planner to enter their coursework (completed and planned) from the very beginning of their college careers, or at any point when they decide to transfer to a UC campus.

The planner helps students track their progress toward meeting UC's minimum requirements, and allows UC staff to communicate important information to prospective transfer students.

Visit uctap.universityofcalifornia.edu/students to learn more and log on.

UC OVERVIEW

CAMPUSES

9

TRANSFER ADMISSION REQUIREMENTS

- 60 transferable units
- Minimum 2.4 GPA
- Two transferable courses in English
- Two transferable courses in Mathematics
- Four transferable courses chosen from:
 - Arts and Humanities
 - Social/Behavior Science
 - Physical/Biological Science
- Language other than English
- Preparation for the major

ACADEMIC CALENDAR

- 8 campuses on quarter system
- 2 on semester (Berkeley and Merced)

DEGREES AWARDED

- Bachelor's
- Master's
- Doctorate
- Professional degrees
- Teaching credentials

2019-2020 COST OF ATTENDANCE *(Approximate tuition/Fees per year)*

- CA residents: \$14,000
- Non-residents: \$43,800

FINANCIAL AID

- Scholarships
- Grants
- Loans
- Work study

MAIN WEBSITE

universityofcalifornia.edu

THE

CALIFORNIA STATE UNIVERSITY

The CSU is the largest system of four-year public higher education in the United States. With 23 campuses statewide, it provides a variety of choices for transfer students. The CSU has historically played a critical role in preparing students to enter the job market. Offering degrees in business, engineering, health, education, nursing, and public administration, the CSU offers more than 60 percent of all degrees in these fields. Nearly half of all bachelor's degrees are awarded by the CSU.







PREPARE FOR TRANSFER TO THE CSU

1. Complete transfer level English & Math within your first year at SBVC. Complete "The Golden Four" as soon as you can. The "Golden Four" is one course in each of the four areas below:
 - Oral Communication - Communication Studies
 - Written Communication - English 101
 - Critical Thinking - English 102 or Philosophy 102
 - Mathematics/Quantitative Reasoning - Math 102, Math 108, or Math 115
2. Complete 60 transferable semester units with a minimum 2.0 GPA (2.4 for non-residents). The GPA for admission can be significantly higher because of the major, campus, and/or applicant pool.
3. Complete coursework in the major along with your General Education (GE) requirements. To satisfy GE, you have two choices: IGETC or CSU GE Breadth. Speak to a counselor to determine which option is the best.
4. Apply on time. All CSUs begin accepting applications in October for the following fall.

CSU OVERVIEW

CAMPUSES

23

TRANSFER ADMISSION REQUIREMENTS

- 60 transferable units
- Minimum 2.0 GPA
- 30 units of General Education coursework with a "C" Grade or higher, including one course in each of the following:
 - Oral Communication
 - Written Communication
 - Critical Thinking
 - Mathematics/Qualitative Reasoning
- Preparation for the major

ACADEMIC CALENDAR

- 16 campuses on semester system
- 7 on quarter system

DEGREES AWARDED

- Bachelor's
- Master's
- Ed.D at select campuses
- Teaching credentials
- Doctorate at select campuses - in conjunction with UC/private campuses

2019-2020

COST OF ATTENDANCE

(Approximate tuition/Fees per year)

- CA residents: \$5,742 per academic year for 6.1 + units on the semester system
- Non-residents: \$5,742 per academic year for 6.1+ units, and an additional \$396 per semester unit

FINANCIAL AID

- Scholarships
- Grants
- Loans
- Work study

MAIN WEBSITE

calstate.edu



PRIVATE / INDEPENDENT COLLEGES & UNIVERSITIES

There are great differences in size, educational purpose, and emphasis among these institutions. There are over 80 private/independent colleges and universities in California.

PREPARE FOR TRANSFER TO A PRIVATE/INDEPENDENT COLLEGE

Minimum Entrance Requirements: Transfer Students

Most independent colleges have admissions requirements similar to the CSU or UC system, but they vary by university. For example, some private colleges will require only 15 units for transfer admission, and others will require 30-60 units. A good place to begin to explore private universities is on the AICCU website at aiccu.edu.

Students may also check with a counselor or the Transfer Center for the latest articulation information.

General Education

Admission requirements vary by university, however, the majority of institutions give credit for most, if not all, of community college work. Virtually all colleges and universities give full credit for general education courses and for most other courses designated by the community college for transfer. In addition, a number of universities will accept total CSU General Education-Breadth or IGETC certification as partial or total completion of their own campus general education requirements.

Application Filing Periods

Filing periods will vary by campus. Please refer to individual college catalogs for more information.

PRIVATE/INDEPENDENT CA COLLEGES AND UNIVERSITIES OVERVIEW



CAMPUSES

Over 80

TRANSFER ADMISSION REQUIREMENTS

- Requirements will vary
- Some colleges/universities will accept the IGETC or CSU-GE Breadth pattern
- Minimum 2.0 GPA (many are higher)

ACADEMIC CALENDAR

- Varies; refer to individual catalog

DEGREES AWARDED

- Bachelor's
- Master's
- Doctorate
- Professional degrees
- Teaching credentials

2019-2020 COST OF ATTENDANCE *(Approximate tuition/Fees per year)*

- Varies; refer to individual catalog

FINANCIAL AID

- Scholarships
- Grants
- Loans
- Work study

MAIN WEBSITE

aiccu.edu



WEBSITES FOR EXPLORING COLLEGE

University of California
[universityofcalifornia.edu](https://www.universityofcalifornia.edu)

California State University
calstate.edu/apply

Independent Colleges and Universities
aiccu.edu

READY TO APPLY FOR TRANSFER?

UC Application
universityofcalifornia.edu/admissions

CSU Application
calstate.edu/apply

Common Application for Private/Independent and Out of State
commonapp.org

AFTER YOU APPLY

Here are some tips for you to follow after you submit your transfer application.

- Check your email often.
- Activate your campus portals for each university you applied to. They often communicate with students through the campus portals.
- Login to your application to update your grades and course records when prompted by the university via email. You must provide your final grades.
- Submit any supplemental information that is requested by the deadline.

Once you are admitted, remember to:

- **Submit your intent to register.**
- Register for orientation.
- Submit final official transcripts only when requested and by the deadline.

TRANSFER TERMINOLOGY

Accreditation

Recognition by an organization or agency that a college meets certain established standards of educational quality. May be national and/or regional.

Articulation Agreement

A written agreement that lists courses at one college that are equivalent (or acceptable in lieu of) closures at another college.

ASSIST

A web-based student transfer information system that contains information about how courses taken at a California Community College can be applied when transferred to a University of California or California State University campus. assist.org

Associate Degree

A degree usually awarded by a community college upon completion of 60 units of college course work including general education, major requirements, and electives.

Bachelor's or Baccalaureate Degree

A Bachelor of Arts, Sciences, or related degree, awarded upon completion of a program of study usually done in four years (full-time).

California Articulation Number System (CAN)

A system that identifies many transferable, lower division, major preparation courses commonly taught on California colleges and university campuses.

California Dream Act

The California Dream Act allows undocumented and nonresident students (U.S. Citizens and eligible non-citizens) who qualify for a non-resident exemption under Assembly Bill 540 (AB 540) to receive certain types of financial aid such as: private scholarships funded through public universities, state administered financial aid, university grants, community college fee waivers, and Cal Grants. In addition, the California Dream Act, allows eligible students to pay in-state tuition at any public college in California.

Cal State Apply

A web-based student information resource for planning, exploring, comparing, and applying to the California State University Campuses. calstate.edu/apply

Certification

The indication of the completion of the entire pattern of general education for the California State University and University of California campuses, either the CSU General Education Breadth requirements or the Intersegmental General Education Transfer Curriculum "IGETC". Students must request that the Admission Office at their community college indicated completion on their transcripts.

Concentration

An option or special emphasis within a degree program.

Credential Program

Prescribed professional education requirements that must be met in order to teach at the K-12 levels. Usually fulfilled after completion of a bachelor's degree.

Credit/No Credit

A way of grading whereby a student receives a grade of CR or NC, instead of an A, B, C, D, or F. A CR is assigned for the equivalent of C or better grades.

CSU General Education – Breadth

Completion of the CSU General Education-Breadth pattern will permit a student to transfer from a community college to a campus in the California State University system without the need after transfer to take additional lower-division general education courses to satisfy GE requirements.

Elective

Courses which are not required for the major or general education, but which are acceptable for credit toward a degree.

Filing Periods

The period of time during which campuses will accept applications for students wishing to enroll in a particular semester or quarter.

Free Application for Federal Student Aid (FAFSA)

Application that determines eligibility for financial aid at an institution. The U.S. Department of Education offers a variety of student financial aid programs for assistance with paying for the cost of college attendance. Aid is from both federal and state programs, and can be a combination of grant and loan options.

General Education Requirements

A group of courses in varied areas of the arts and sciences, designed by a college as one of the requirements of the degree.

Graduate Student

A university student usually in possession of a four-year degree, working on a master's or doctorate degree.

Grade Point Average (GPA)

The indication of the overall level of academic achievement. It is an important measure in making decisions about satisfactory academic progress, eligibility for graduation, and transfer to four-year institutions.

IGETC – Intersegmental General Education Transfer Curriculum

Completion of the IGETC will permit a student to transfer from a community college to a campus in the California State University or University of California system without the need after transfer to take additional lower-division general education courses to satisfy GE requirements.

Impacted Major / Campus

When the number of applications received is expected to be larger than the number of spaces available. Additional criteria are then considered in making an admission decision and students must apply during a specified time period.

Independent College/University

In California, there are more than 80 accredited colleges and universities which are free from direct financial control by the states. Thousands of others exist throughout the nation.

Liberal Arts

Programs/courses in the humanities, natural sciences, and social sciences.

Lower Division

Courses at the freshman or sophomore level of college. Community colleges offer lower-division courses.

Major

Planned series of courses in one particular field designed to develop special skills or expertise.

Master's Degree

Awarded upon completion of one or two years of study beyond the bachelor's level.

Minor

A secondary field of study outside the major, often requiring substantially less course work.

Postsecondary

Educational instruction beyond high school.

Pre-Professional

Undergraduate coursework either recommended or required for enrollment in professional schools.

Prerequisite

Requirement that must be met before enrolling in a particular course.

Professional Schools

Law, business, medicine, dentistry, veterinary medicine, pharmacy, and other health sciences schools, which require or recommend specific undergraduate preparation.

Quarter System

Approximately 10 weeks of instruction offered three times a year during the fall, winter, and spring. Some institutions also offer a summer quarter.

Residence Requirements

States that a certain number of units must be taken on the campus from which the student expects to receive a degree.

Resident / Non-Resident Status

Student's status based on place of legal residence. Non-residents (out of state) often have to pay higher fees and meet higher admission requirements at state financed colleges and universities.

Semester System

Approximately 16 weeks of instruction offered two times a year, during the fall and spring.

Teaching Credential

A basic multiple or single subject teaching certification required to teach in K-12 schools.

Transcript

A list of all courses taken at a college or university showing the final grade received for each course. Official transcripts bear the seal of the college and/or the signature of a designated college official and are sent from one institution to another.

Transfer

Changing from one college to another after meeting the requirements for admission to the second institution.

Transfer Student

A student who has attended another college for any period. May be defined differently by different colleges.

Undergraduate

A student enrolled in coursework leading toward a bachelor's degree.

Units

The measure of college credit given a course, usually on the basis of one unit for each lecture hour per week, or for every two to three laboratory hours per week.

Upper Division

The junior and senior years of study at a college or university.





MISSION

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

PRESIDENT

Diana Z. Rodriguez,
San Bernardino Valley College

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