

[Atlantic Cape Community College](#)

Transferring from ACCC

ACCC maintains transfer agreements with many four year schools. See a list of [Transfer Agreements](#) to determine if your target school is included or contact Wendy Gray at (609) 343-5107 to discuss agreement details.

For information regarding transferring to other colleges, contact a transfer advisor by telephone or e-mail through the links at the [ACCC Transfer Information](#) page. If the school of interest is not listed, contact Hal Lugerner, (609)343-5627 or (609)463-4774, ext. 5627.

Transfer target deadlines for many schools are typically Nov. 1 for spring enrollment or March 1 for fall enrollment. This can vary. Consult the catalog or Web page for your target school for application deadlines.

ACCC's CEEB school code is 2024. This is often requested on transfer applications.

Transcripts

There is no charge for transcripts. Your transfer school will need a transcript of your ACCC course work. Transcripts are issued by the ACCC Enrollment Services Office and must be requested in writing or [online](#). To request a copy of your academic transcript, provide the following information: Name, Social Security Number, Current Address, Approximate Dates of Attendance, Complete Address You Need It Sent To, Your Signature. You may mail or fax your transcript request.

Mailing Address

Attn: Records
Atlantic Cape Community College
5100 Black Horse Pike
Mays Landing NJ 08330-2699
Fax Number: 609-343-4914

Transferring to ACCC

The policy for the awarding of credit or the waiver of ACCC courses for students transferring into ACCC is as follows. ACCC will accept up to a maximum of 32 credits and all other transfer procedures must be met. Credits may be awarded for military training based on an evaluation by the [American Council on Education](#). Students are responsible for contacting ACE and requesting transcripts. ACE will send ACCC an official transcript. All military personnel are awarded credit for HPED150, Concepts of Physical Fitness. Students must send a copy of their DD-214 (discharge form) or basic training diploma to the Admissions Office if an ACE transcript has not been submitted. Students who want to waive a prerequisite without officially transferring the course may submit a copy of an unofficial transcript or have their home college provide them with a Permission to Take Courses form before registering. There is no charge for reviewing an unofficial transcript.

Program courses

Students transferring into ACCC may receive credit for ACCC program courses when equivalent courses have been taken at other regionally accredited institutions provided the following conditions have been met:

- The course is substantially equivalent to the ACCC program course
- The grade in the course is a C (2.0) or better.
- Courses transferred in from other institutions will not repeat ACCC courses.

Courses required by programs may also qualify as general education courses. For this reason, a transferring student deemed to have met general education requirements may still be required to take specific courses to meet the requirements of the program of study. Students must still satisfy any course or program prerequisites. Grades earned for transfer courses will only be added to the student's transcript at ACCC for specific programs, such as Nursing. Transfer courses are not calculated into the ACCC grade point average.

General Education courses

Students transferring without a degree from a regionally accredited institution must have their transcript evaluated on a course-by-course basis. Credits may be applied to either general education or program courses.

- Students with a baccalaureate degree, an A.A. or A.S., who transfer to ACCC will be presumed to have met general education requirements up to 32 credits.
- Students with A.A.S. degree who transfer to ACCC for the purpose of completing another A.A.S. degree will be presumed to have met general education requirements up to 32 credits.
- Students with an A.A.S. degree who transfer to ACCC for the purpose of completing an A.A. or A.S. degree will have credits evaluated course by course.
- Mathematics or Science courses completed 10 or more years ago, or technology courses completed more than five years ago, are only accepted with the approval of the appropriate department chairperson.

Students who wish to transfer courses or credits to ACCC from another institution or agency must follow all [procedures](#) and pay a \$20 non-refundable evaluation fee.

Police Academy/Corrections Academy Training

Graduates of a New Jersey Police Academy may be eligible for 16 credits toward the Criminal Justice A.S. degree. Graduates of a New Jersey Corrections Academy may be eligible for up to 10 credits toward the Corrections Option, Criminal Justice, A.S. degree. Contact the [Admissions Office](#) for more information.