

## Transfer Application Requirements

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Siena realizes each student is unique and has different needs. The Office of Admissions makes the transfer process easy to complete.

There are two ways to apply as a transfer student:

- You can print the **Transfer Application** or
- Use the **Common Application** and the **Siena Supplement**
- Submit the Siena College **Transfer Recommendation Form**.

**ALL applicants must submit the Siena College Transfer Recommendation Form, to be completed by a college official.**

In addition to the application, you must submit the following items:

- Official transcripts from all colleges/universities awarding you credit
- Official, final high school transcript or Official Copy of a G.E.D\*.
- Official reports of all CLEP, or any AP exams
- Siena College **Transfer Recommendation Form**

\*Only needed if a student has graduated in the past ten years.

Once we receive all of the information, you will be mailed a decision within 2-3 weeks. Every admitted student will receive a tentative credit evaluation, along with a decision letter. If you would like a preliminary review of your credits, please call 1-888-AT-SIENA to schedule an appointment with an admissions advisor.

Once you are admitted and confirmed to attend Siena, the Office of Admissions sends your file to the appropriate **School of Liberal Arts**, Business or Science. The School Office will contact you about making your schedule for the next semester. If necessary, you will receive other documents related to your attendance at Siena.

The Admissions Committee reviews the college transcripts, high school record and recommendations. Siena takes into consideration an applicant's employment history, extracurricular activities, cultural interests, leadership skills, and personal qualities.

Transfer students are expected to have at least a 2.5 GPA at the college where they are currently enrolled. The Admissions Committee also requires transfer students to have at least three years of college preparatory mathematics (through algebra 2/trigonometry) before entering the College. For students wishing to enter the School of Science, pre-calculus is required. Students not satisfying the math requirement should contact the Office of Admissions to discuss course options.

## Graduation Requirements

Transfer students will need to fulfill Siena's Core Curriculum and complete one-half of their major course work at the College. All students are required to complete a minimum of 30 credit hours at Siena. Students transferring from a two-year college can receive up to 66 credits. Siena will accept a maximum of 90 credits from four-year institutions. Transfer credit will be given for those courses in which at least a "C" grade has been earned, and which are similar in content, level and scope to courses offered at Siena.

## Transfer & AP Credit

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### Transfer Credit and AP Credit

Prior to registering for a course at another institution, students should meet with their advisor to determine if the course will fit the requirements for graduation. Approval of the course is finalized in the Arts office where a Transfer Credit Permission Form is completed. Any course that is 300 level or above must be taken at a four-year institution.

High school students who score 4 or 5 on Advanced Placement test in Modern European or American history shall receive School of Liberal Arts elective credit that applies to the 120 hours necessary to graduate. Credit is not granted toward the 39 hours required for the major.

