



## Transfer Admission

Any applicant who has received a high school diploma or its equivalent and who subsequently enrolled at another college or university is considered a transfer applicant. Transfer applicants must submit either the Common Application or the SUNY Application. Official transcripts from all prior colleges should be forwarded directly to Plattsburgh's Admissions Office.

Transfer candidates who have completed fewer than 24 semester hours at the time of application must also forward an official high school transcript and standardized test scores to the Admissions Office. Transfer applications will be evaluated on the following criteria:

1. Cumulative grade point average based upon course work taken at all previously attended colleges. Students with cumulative GPAs below 2.0 on a 4.0 scale will not be considered for admission. Actual GPA requirements for admission depend upon the academic program to which the student is applying. For more information about specific GPA requirements, please go to [www.plattsburgh.edu/admissions/transfers/requirements.php](http://www.plattsburgh.edu/admissions/transfers/requirements.php).
2. Content of the course of study.
3. Academic grade point average trend.
4. Submission of at least one letter of recommendation from a professor, advisor, or counselor.
5. Submission of a 250-word personal statement/essay.

## Branch Campus Admission

SUNY Plattsburgh offers four undergraduate degree completion programs at a Branch Campus, located on the campus of Adirondack Community College in Queensbury, N.Y. Admission to the Branch Campus is reserved for transfer students and readmits who are junior-level and have the appropriate prerequisites. More information about admission to the Branch Campus can be found online at [www.plattsburgh.edu/admissions/transfers/accrequirements.php](http://www.plattsburgh.edu/admissions/transfers/accrequirements.php).

## Transfer Credit

Decisions regarding the use of transfer credit to meet the requirements of a specific academic major are made by the admissions office in consultation with the appropriate academic deans, program directors and chairpersons. The college accepts credit from regionally accredited institutions of higher education and from recognized candidates for accreditation. All satisfactorily completed courses taken at these institutions of higher education are evaluated on a course-by-course basis in accordance with the following guidelines:

1. Students transferring from two-year colleges may be granted a maximum of 67 semester hours earned at two-year colleges.
2. Students transferring from four-year colleges may transfer up to 84 semester hours provided that at least 17 of those hours were earned at four-year colleges.
3. Students from colleges or universities on a quarter hour system receive two semester hours of transfer credit for every three quarter hours completed.
4. Specific courses and credit hours transfer; course grades and quality points do not.
5. English composition will transfer only with a grade of C or better.
6. Courses transferring into the major must have an overall cumulative grade point average of 2.0 (C).
7. Courses completed with a D grade or better may be accepted for transfer credit, unless a grade higher than D is required in that course in order to maintain satisfactory progress in a specific curriculum at SUNY Plattsburgh.

If a student is accepted and enrolled at the college and subsequently wishes to take courses at another institution, he/she must process a Permission for Off-Campus Study form. More information about our transfer credit policy can be found at [www.plattsburgh.edu/admissions/transfers/credits/policy.php](http://www.plattsburgh.edu/admissions/transfers/credits/policy.php).

## Credit by Examination

In accordance with SUNY policy, students may apply up to 30 credit hours earned through published college level examinations toward the fulfillment of degree requirements. Credit earned by examination will not be counted toward satisfaction of the college's residency requirements. The subject matter of examinations must be compatible in substance and level with courses offered at the college. Decisions concerning the appropriate use of such credit are made by the admissions office in consultation with the appropriate academic deans, program directors, and chairpersons. In addition to the sections below, please visit [www.plattsburgh.edu/admissions/transfers/credits/exams.php](http://www.plattsburgh.edu/admissions/transfers/credits/exams.php) for more information about credit by examination.

## Advanced Placement Program (AP)

The AP program of The College Board is designed to enable students to earn college credit while in high school. Examinations are graded on a scale of one to five, with five being the highest grade. SUNY Plattsburgh awards credit for grades of three or higher in most subjects. Information concerning the Advanced Placement Program may be obtained from high school guidance offices or by visiting [www.collegeboard.com/apcentral](http://www.collegeboard.com/apcentral).

## **College Level Examination Program**

Credit can be earned through satisfactory performance on the College Level Examination Program, the General Examinations, and the Subject Examinations. The college follows the recommended scores required for credit for the General and Subject Examinations as established by the Commission on Educational Credit of the American Council on Education. The General Examinations are considered equivalent to the first year of college study; scores may be submitted for credit only when taken prior to the completion of 30 credit hours of college-level course work. CLEP information may be obtained from the College Board online at [www.collegeboard.com/student/testing/clep/about.html](http://www.collegeboard.com/student/testing/clep/about.html). Information about CLEP examinations may be obtained from the Academic Advising Office, Feinberg 103, 518-564-2080 or 800-388-6473.

## **Military Credit**

Credit will be granted, when applicable, for educational experience in the armed services according to recommendations contained in the most recent American Council on Education publication, *A Guide to the Evaluation of Educational Experience in the Armed Services*.

## **Transfer Students and General Education**

SUNY Plattsburgh recognizes that general education courses are an integral part of the total degree program, and that they are of equal importance to courses in the major field of study. The college supports the position of the State University of New York that transfer students should not be required to repeat general education courses. Each student's transcript is evaluated individually and credit for completion of general education requirements is given whenever appropriate.

## **Comprehensive Articulation Agreements**

SUNY Plattsburgh has comprehensive articulation agreements with a variety of two-year colleges. These agreements list degree programs at two-year colleges which are parallel to the college's academic majors. Associate degree holders admitted into parallel programs are granted full credit for courses completed at the two-year college, are given full junior standing, and should be able to complete the bachelor's degree in four additional semesters of full-time study. Parallel degree program agreements in a variety of academic majors currently exist with the following institutions: Adirondack Community College; Broome Community College; SUNY Canton; Clinton Community College; SUNY Cobleskill; Columbia-Greene Community College; SUNY Delhi; Dutchess Community College; Fulton- Montgomery Community College; Genesee Community College; Herkimer County Community College; Hudson Valley Community College; Jefferson Community College; Miami-Dade Community College; Monroe Community College; Mohawk Valley Community College; SUNY Morrisville; Nassau Community College; North Country Community College; Onondaga Community College; Rockland Community College; Sage Junior College; Schenectady County Community College; Suffolk County Community College; Tompkins-Cortland Community College; Ulster Community College; and Westchester Community College. For a list of current articulation agreements, please go to [www.plattsburgh.edu/admissions/transfers/credits/articulation.php](http://www.plattsburgh.edu/admissions/transfers/credits/articulation.php).