

# Winter/Spring 2023

## Key Points for a Successful Transfer

The Academic Advising Center/Queens College

Name \_\_\_\_\_

Date \_\_\_\_\_

CUNY ID number \_\_\_\_\_

Advisor \_\_\_\_\_

**Please review the important information below and ask your advisor for clarification on any of the Key Policies. He/she will review and answer any questions you may have. This document will be retained in your electronic portfolio as part of your transfer advising checklist.**

- 1) I received or will receive an Associate's Degree and **know what type it is:** AA, AS, AGS, AAS, or AOS and what this means in relationship to my QC General Education/Degree requirements.
- 2) I understand that an **AAS and AOS degree exempts me from the Additional and Science College Option** requirements but does not exempt me from the following requirements: the Required Core; Flexible Core; and the College Option Literature and Language requirements; or the Writing Intensive Units.
- 3) **If I do not complete an Associate's Degree as initially expected,** I need to review the General Education requirements for which I am responsible with an advisor.
- 4) Upon transferring to Queens College, all **College Option** courses required for graduation must be completed in residency at Queens College and the e-Permit (CUNY) or Permit (Non-CUNY) process is not permissible.
- 5) If I transfer in **75 or fewer transfer credits, I must attain at minimum of 120 credits** with at least 45 credits in residency that satisfy General Education; major requirements; and general elective credits as needed.
- 6) If I transfer in **more than 75 credits, I will need to exceed 120 credits** in order to complete a **minimum of 45 credits in residency** which satisfy General Education; major requirements; and general elective credits as needed.
- 7) If the credits that I need to take to complete General Education and my declared major do not add up to a minimum of 120 credits with 45 credits in residency, then I will need additional credits to do so. **This would mean electives and/or a minor, study abroad, internship, etc. to complete my bachelor's degree.**
- 8) **My major must be declared by my 60<sup>th</sup> completed credit by the Spring 2023 deadline of Tuesday, January 31, 2023,** otherwise my financial aid may be in jeopardy—even as a new transfer student. I understand that my prior major does not “transfer” with me and I will discuss with my advisor the specific steps to declare my Queens College major.
- 9) **If I am interested in a major that has entrance requirements/criteria, I must declare a closely associated major in the same department in the interim so that I do not lose my financial aid.** See an advisor to help you determine an associated major and course choices that will help you retain eligibility while you complete requirements to meet entrance criteria. In some instances, it is possible to graduate with both majors or a major/minor combination.
- 10) If I am not at my 60<sup>th</sup> completed credit in Spring 2023, **I will be sure to declare my major before the deadline of the semester in which I do reach my 60<sup>th</sup> completed credit.** I will be sure to ask an academic advisor or financial aid counselor for the deadline date or find this information on a website.
- 11) I understand that Financial Aid **requires that I take and complete at least 12 credits per semester of brand new (not repeated) coursework** that fits into my overall degree requirements (15 credits is preferred). Failure to do so may jeopardize my financial aid. If courses must be retaken, they need to be in addition to 12 new coursework credits or taken during the summer or winter sessions.
- 12) Each semester, Financial Aid will be based on the coursework that I am registered for by **11:59pm on the Last Day to Add a Class. For Spring 2023, the deadline is Tuesday, January 31, 2023.** *This means if I am registered for fewer than 12 credits or the wrong courses, I may only receive part-time aid or no aid at all.*
- 13) **The minimum cumulative grade point average to earn a QC baccalaureate degree is a 2.0,** which is a C average. Majors may have other criteria. Most graduate schools require at least a 3.0 (B) average, although **more competitive programs and schools require a higher GPA.**
- 14) Grading policies (which include Dropping; Withdrawing; Pass/No Credit; Incomplete; First-Semester Grading Policy etc.) are located on the Advising Center's website - please consult the site or an advisor for details.
- 15) **Once classes begin – Wednesday, January 25 for Spring 2023 - I am financially and academically responsible for them.** Adding, dropping, and swapping may incur financial liabilities. Please consult the Bursar's website for details.
- 16) It is important that **I review and know the important dates and deadlines of each semester.** Spring 2023 information has been provided in the Registration Toolkit – *Spring 2023 Important Tentative Academic Dates.* Future important dates & deadlines will become available on the Advising Center and QC HUB websites.