Memorandum to Presidents

Date: September 21, 1973
From: Office of the Chancellor
Subject: Procedures for Implementing Guaranteed Transfer of State University A.A. and A.S. Graduates

As you know, the Board of Trustees adopted in November, 1972, a transfer policy guaranteeing a space by the fall of 1974 at a senior campus of the University for graduates of our two-year campuses holding A.A. or A.S. degrees.

For many years matters relating to transfer and articulation have been of concern within the University and higher education generally. The Trustees' policy is an outgrowth of these deliberations and is intended to assure equal recognition at the junior year level for all students, either presently on that campus or transfer students with A.A. or A.S. degrees.

It is the Trustees' intent that the same guarantee be extended to A.A.S. graduates as programs appropriate to the interests of these students are expanded and developed.

Working closely with the Council of Presidents, we've prepared the attached guidelines for implementing the transfer policy. They outline the procedures to be followed by eligible students in order to participate in the guaranteed transfer program. These procedures should be brought to the attention of transfer counselors, directors of admission, deans of student affairs, academic vice presidents, directors of financial aid, and any others you think should know of it. Ten copies are included for appropriate distribution.

Though the guarantee of transfer does not take effect until fall, 1974, we will attempt to see that all A.A. and A.S. graduates applying for spring, 1974 transfer find a space at one of our senior campuses.
If questions arise relative to implementing this policy, please refer them to Dr. Virginia Radley, Provost for Undergraduate Studies.

I am anxious that every effort be made to facilitate the implementation of the policy to give full and appropriate academic recognition at our senior campuses to the A.A. and A.S. graduates of our two-year colleges.

Thanks very much for your cooperation.

Ernest L. Boyer

Attachment

This memorandum addressed to:
  Presidents, State-operated campuses
  Presidents, Community Colleges
  Deans, Statutory Colleges
Copies for information only sent to:
  Chancellor Kibbee
  Dean McGrath
  Vice Provost Risley
  President Leland Miles
MEMORANDUM

INTERNAL DISTRIBUTION

Memorandum No. 73-45  
Date September 21, 1973

Prepared by Office of University-wide Services

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Copies to be transmitted by Dr. Block to:

Professor Nancy Auster, President, Faculty Senate  
Mr. Walter R. Smith, Chairman, Faculty Council of Community Colleges
STATE UNIVERSITY OF NEW YORK

PROCEDURES FOR IMPLEMENTING
THE GUARANTEED TRANSFER
OF SUNY A.A. AND A.S. GRADUATES

September, 1973
Transfer Policy

On November 29, 1972, the Board of Trustees of the State University of New York adopted the following Transfer Policy statement:

Resolved, that a New York State resident who is a graduate of a State University of New York two-year college, including the community colleges operating within the program of the University, and who possesses an Associate in Arts or Associate in Science degree, shall be guaranteed an opportunity to continue his education on a full-time basis at a senior campus of the University by the fall of 1974; Chancellor authorized to develop and promulgate procedures for the implementation of this policy; and, be it further

Resolved, that this guarantee will be extended to every such graduate who possesses an Associate in Applied Science degree as rapidly as appropriate existing programs are expanded and new programs developed. (72-302)

Background

Attention has been given to the need for continuing articulation between two- and four-year campuses since the establishment of the State University of New York. The adoption of the Transfer Policy guarantee represents a significant achievement in the development of the State University of New York as a major university system. This guarantee is based on the premises that:

1. State University of New York is a total system, and, therefore, students who begin in any of the units and achieve satisfactorily should have an opportunity to continue to develop, commensurate with their interests and achievements;

2. Increasingly, the two-year colleges will become the entry point for students within the State University system. Baccalaureate degree-granting colleges will serve proportionately greater numbers of upper-division students by continuing to move toward a 40/60 percent ratio between lower and upper divisions to provide access to two-year college graduates.

Previously, upon recommendation of the Presidents of State University, the Board of Trustees directed that the State University campuses located in each coordinating area be authorized and directed to formulate plans and procedures to guarantee transfer opportunities for the Associate in Arts and the Associate in Science degree graduates of the
University's two-year colleges. It was intended that this guarantee would be available to students transferring in the fall of 1974. The Trustees further directed that work proceed to provide opportunities for the Associate in Applied Science degree graduates.

In accordance with the above, discussions were held in each of the coordinating areas. On the basis of these discussions, the Council of Presidents recommended the Transfer Policy to the Chancellor. It should be noted that it is confined to transfer within State University of New York. It is not intended to exclude other transfer opportunities, however, and the Presidents have been urged to consider other transfer opportunities with their independent college colleagues.

While there may be reasons why students may wish to transfer to a four-year college before completing the associate degree (unique programs, especially those requiring particular skill or talent, personal circumstances, etc.), the general posture of the State University is that transfer of students prior to receiving the associate degree be discouraged. Certain intercampus programs designed to allow students to move between campuses, such as the 1 + 1 programs between the community colleges and the agricultural and technical colleges, are not to be affected by this policy.

Policy Intent

Graduates with an A.A. or A.S. degree will be accepted at the senior campus with full junior standing and given the opportunity to enroll in a program which will permit them to complete the requirements for a baccalaureate degree within not more than four additional regular semesters. (When a student wishes to major in a specialized field of study he should understand that additional time beyond the normal four semesters may be required.)

Financial Aid

Baccalaureate degree-granting campuses are encouraged to provide two-year college graduates with the same consideration in financial aid awards as that given all other new and returning students.

Procedures for Implementing the Transfer Policy

The Transfer Policy will be implemented in accordance with the following procedures:

1. Two-year college students who wish to take advantage of the guarantee and plan to enter a four-year college in the fall must file a transfer application with the State University of New York Application Processing Center by the preceding December 15. Students planning to enter a
four-year college in the spring must file their applications with the Application Processing Center by October 15.

No guarantee will be extended to transfer applicants applying after the deadline dates, although efforts will be made to place students on a space available basis.

2. Applicants applying by the cut-off dates will be notified of acceptance or rejection by March 1 for fall admission, or by December 15 for spring admission.

3. It shall be the responsibility of the individual two-year college graduate seeking to transfer under this policy to apply to the institution(s) of his or her choice where a program appropriate to his or her educational background and purposes is available. Such applicant is not limited to any single coordinating area.

4. If an applicant cannot achieve transfer on his or her own initiative, he or she may request that the Admissions Assistance Center assist in effecting a transfer. Such request should be made to the Admissions Assistance Center within 15 days of notification of a rejection. (The student must have received notification of rejection to each of his applications in order to be eligible for the services of the Admissions Assistance Center.)

5. The Admissions Assistance Center will have 30 days to assist in effecting a transfer.

6. If the Admissions Assistance Center is unsuccessful in effecting a satisfactory transfer, the applicant then becomes the charge of the Presidents of the senior campuses in the coordinating area in which the student obtained his degree. The Admissions Assistance Center will take the initiative in referring the application to the Chairman of the Presidents of the coordinating area.

The Presidents will assure that the guarantee is fulfilled and may use one of the following:

a. Admission to a senior campus in the area;

b. Negotiated admission to a senior campus in another area;

c. Negotiated deferred admission;
d. Admission to an extension program on an interim basis.

7. Data will be collected at the central staff level in the fall of 1973 relative to the number of SUNY two-year graduates seeking transfer, as well as data on the location and availability of space at the senior campuses. These data will then be distributed to the campuses for planning purposes.

8. An annual report, due October 1, will be made to the Chancellor by the Chairman of the Presidents of each coordinating area indicating actions taken on those who required assistance under Item 6:
   a. Number of students requiring presidential action;
   b. Number of students for whom transfer places were found.