

OFFICE OF THE SECRETARY OF HIGHER EDUCATION

**TRANSFER OF CREDIT ANNUAL REPORT**

PRESENTED TO THE GOVERNOR OF THE STATE OF NEW JERSEY &  
THE NEW JERSEY STATE LEGISLATURE

APRIL 1, 2014

DIVISION OF FINANCE, RESEARCH, & ACCOUNTABILITY

# **TRANSFER OF CREDIT ANNUAL REPORT**

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PREPARED BY THE  
OFFICE OF THE SECRETARY OF HIGHER EDUCATION  
DIVISION OF FINANCE, RESEARCH, & ACCOUNTABILITY

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## **ACKNOWLEDGEMENT**

The 2013 Transfer Report was produced by the Office of the Secretary of Higher Education, Division of Finance, Research, & Accountability. The Office of the Secretary used data submitted by the public institutions of higher education through their institutional research professionals. The Secretary and her staff want to express our gratitude to these professionals for submitting the data in a timely manner. In addition, the Secretary and her staff want to acknowledge and commend the careful analysis by John Hocker, Longitudinal Studies Coordinator in the Office of the Secretary. His work has led to a more substantive and readable report.

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## **TRANSFER OF CREDIT ANNUAL REPORT**

### **Introduction**

The Office of the Secretary of Higher Education (the Agency) is required by statute (N.J.S.A. 18A: 62-46) to prepare an annual report to the Governor and Legislature compiling data about New Jersey Community College (NJCC) students who have transferred to Senior Public Institutions of Higher Education (SPI) in New Jersey. Reporting began in 2008 and continues through the current year.

Based on the Comprehensive State-wide Transfer Agreement, the Agency staff created five reporting categories based on characteristics of the transfer student.

1. Students with an Associate's Degree (A.S., A.A.) from a NJCC as reported by the SPI and transferring with an A.A. degree into a B.A. program or an A.S. degree into a B.S. program (i.e., the programs match).
2. Students with an Associate's Degree from a NJCC as reported by the SPI and NOT transferring with an A.A. degree into a B.A. program or an A.S. degree into a B.S. program (i.e., the programs DO NOT match).
3. Students with an Associate's Degree from a NJCC, and the SPI has not reported it – Degree information was found by matching with the NJCC Completions Files from FY2008 – Summer 2013.
4. Students with credits from a NJCC and no Associate's Degree.
5. Students who transferred into a SPI and who did not attend a NJCC (non-NJCC transfer).\*

### **Summary Findings**

The bar graph below shows all new transfer students entering a SPI in each year and in which of the five reporting categories they fall. As a result of the New Jersey Medical and Health Sciences Education Restructuring Act that went into effect on July 1, 2013, the schools of the University of Medicine and Dentistry of New Jersey (UMDNJ) transferred to Rutgers, the State University of New Jersey and Rowan University. The resulting transfer students from UMDNJ to Rutgers and Rowan Universities are not included in this Transfer Report.

Thomas Edison State College is not included in the summary tables because of the institution's unique mission and the way it handles transfer students compared to other SPIs. Previous Transfer of Credit Annual Reports excluded UMDNJ from the summary tables because of its unique mission as a stand-alone medical university.

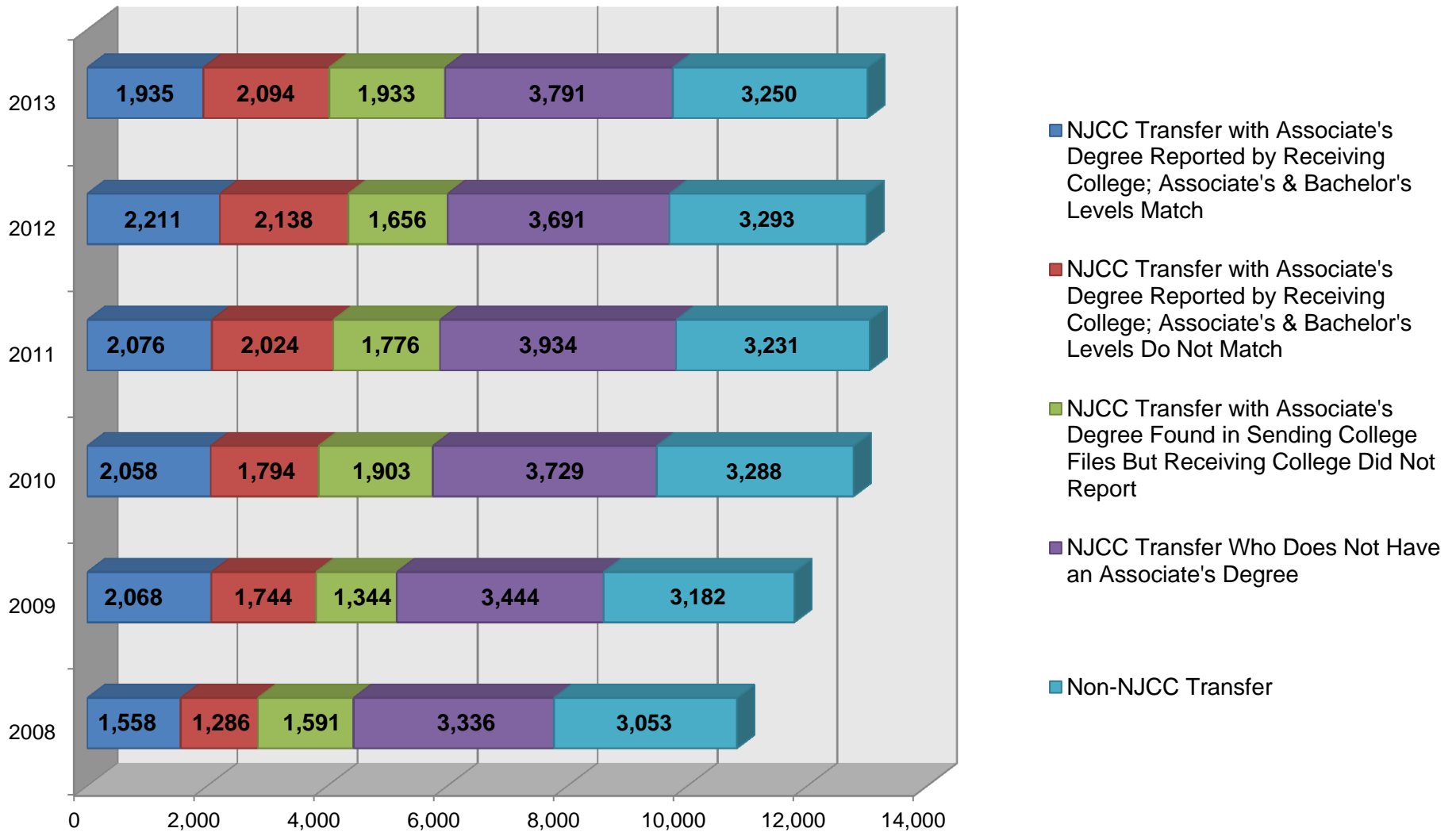
In addition to the bar graph, the line graph shows the percent of new transfer students in each of the reporting categories using the same data. Depicting the data in this way controls for yearly changes in the size of the transfer student cohort.

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\* Non-NJCC transfers are not included in the analysis of degrees earned and credits awarded.

# New Transfer Students Received by Senior Public Institutions in Fall 2008 - 2013

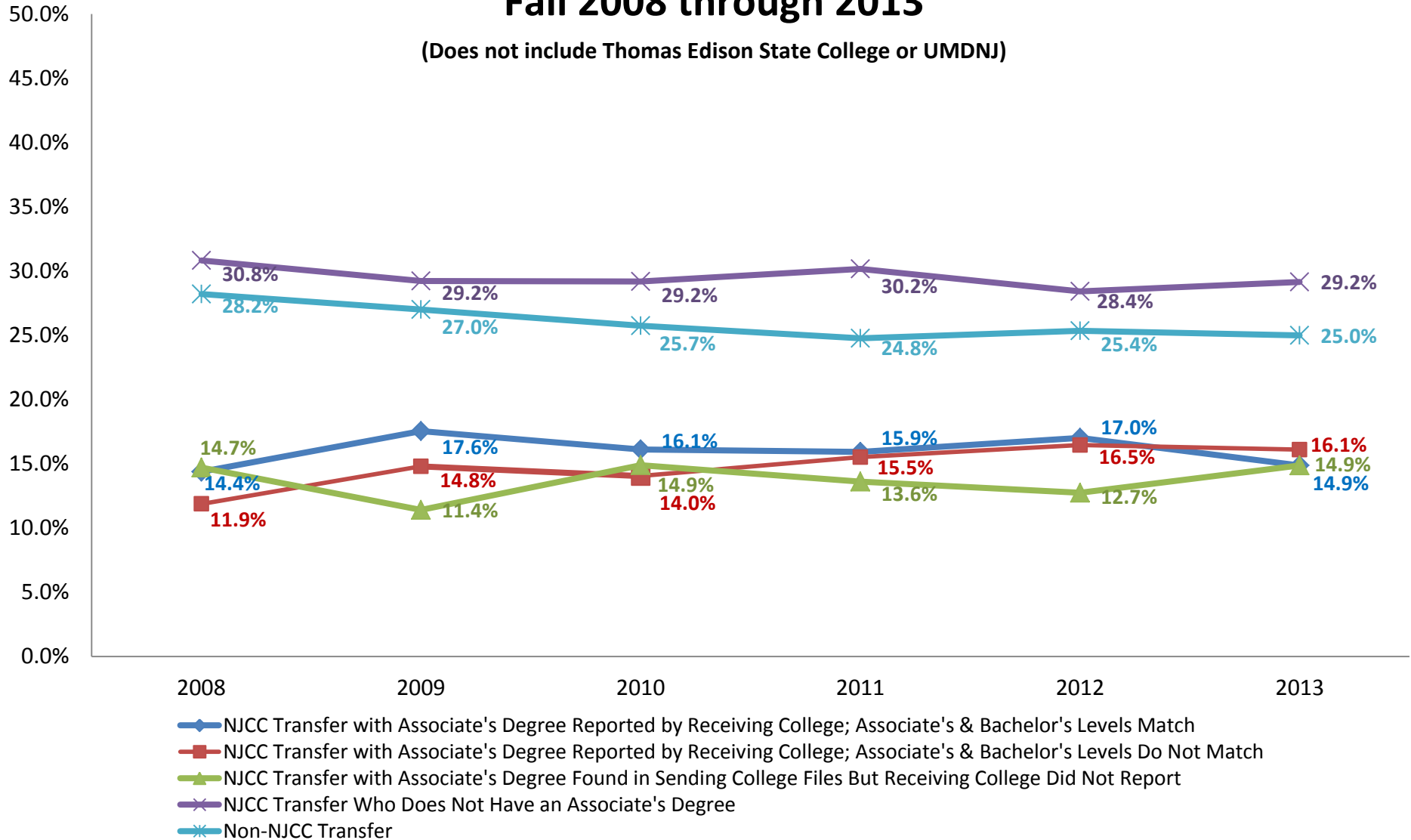
(Does not Include Thomas Edison State College or UMDNJ)



# Percent of New Transfer Students in Each Reporting Category

## Fall 2008 through 2013

(Does not include Thomas Edison State College or UMDNJ)



The transfer cohort has held steady at around 13,000 students over the past three years (13,041 in 2011; 12,989 in 2012; 13,003 in 2013). There has been a growth of more than 2,000 transfer students since Fall 2008 (10,824). Over the past six years, there has been little change among the 5 reporting categories; noting that the largest percentage change between 2008 and 2013 is the 4.2% increase in Associate's Degrees reported by the SPIs and the levels do not match.

The chart below shows the subset of transfer students who have earned credits at a NJCC. Four of the five reporting categories are used for this analysis. Using the language of the Comprehensive State-wide Transfer Agreement, Agency staff has created three subgroups within the remaining reporting categories. These groups are based on the amount of credits a student attempts to transfer and the amount of credits accepted by the SPIs.

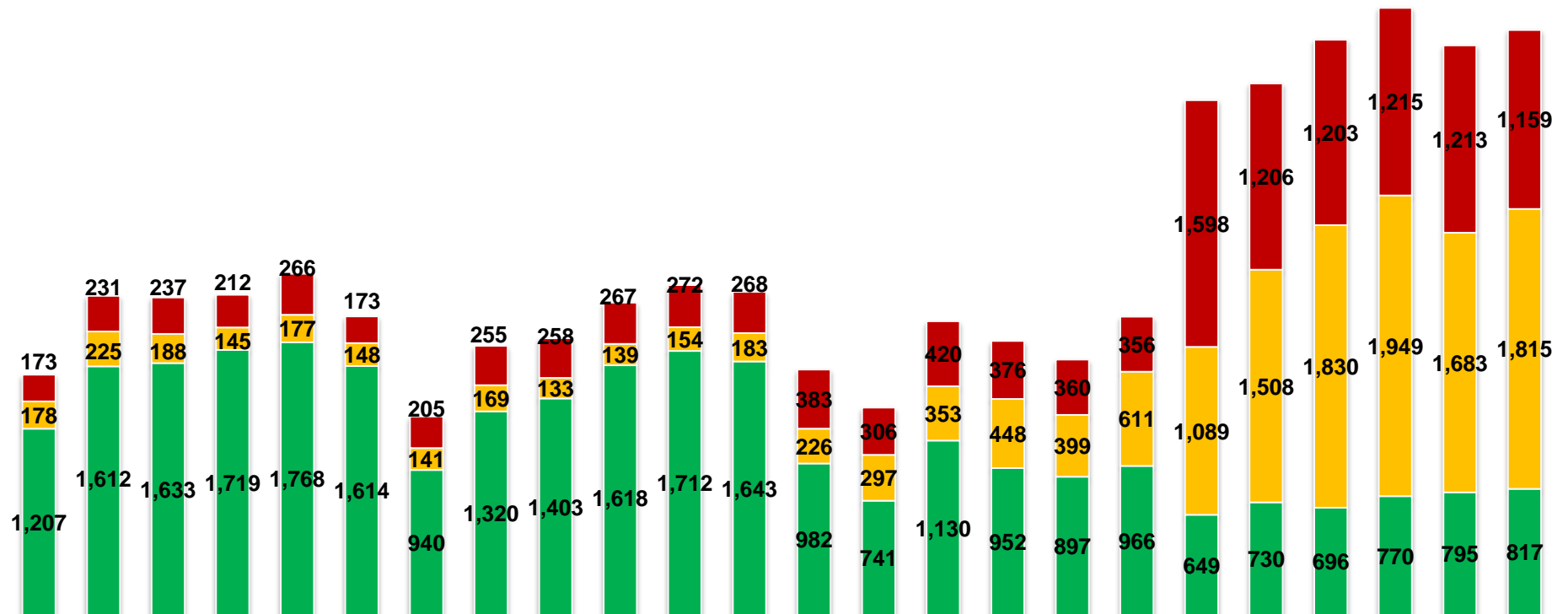
1. Transfer students receiving half or more of the credits needed for a Bachelor's degree.
2. Transfer Students receiving less than half of the credits needed for a Bachelor's degree but received all credits accumulated at a NJCC.
3. Transfer students receiving less than half of the credits needed for a Bachelor's degree, and not receiving all credits accumulated at a NJCC.

The line graph depicts transfer students from the four reporting categories and shows the percent of those that fall within each of the three accepted credit groups.

It is important to note that the number of credits needed to earn a Bachelor's degree varies among the SPI. For example, Montclair State University requires 120 credits for completion while The College of New Jersey requires 128 credits.

# Total New Transfer Students Received from NJCCs by SPIs

(Does not include Thomas Edison State College or UMDNJ)



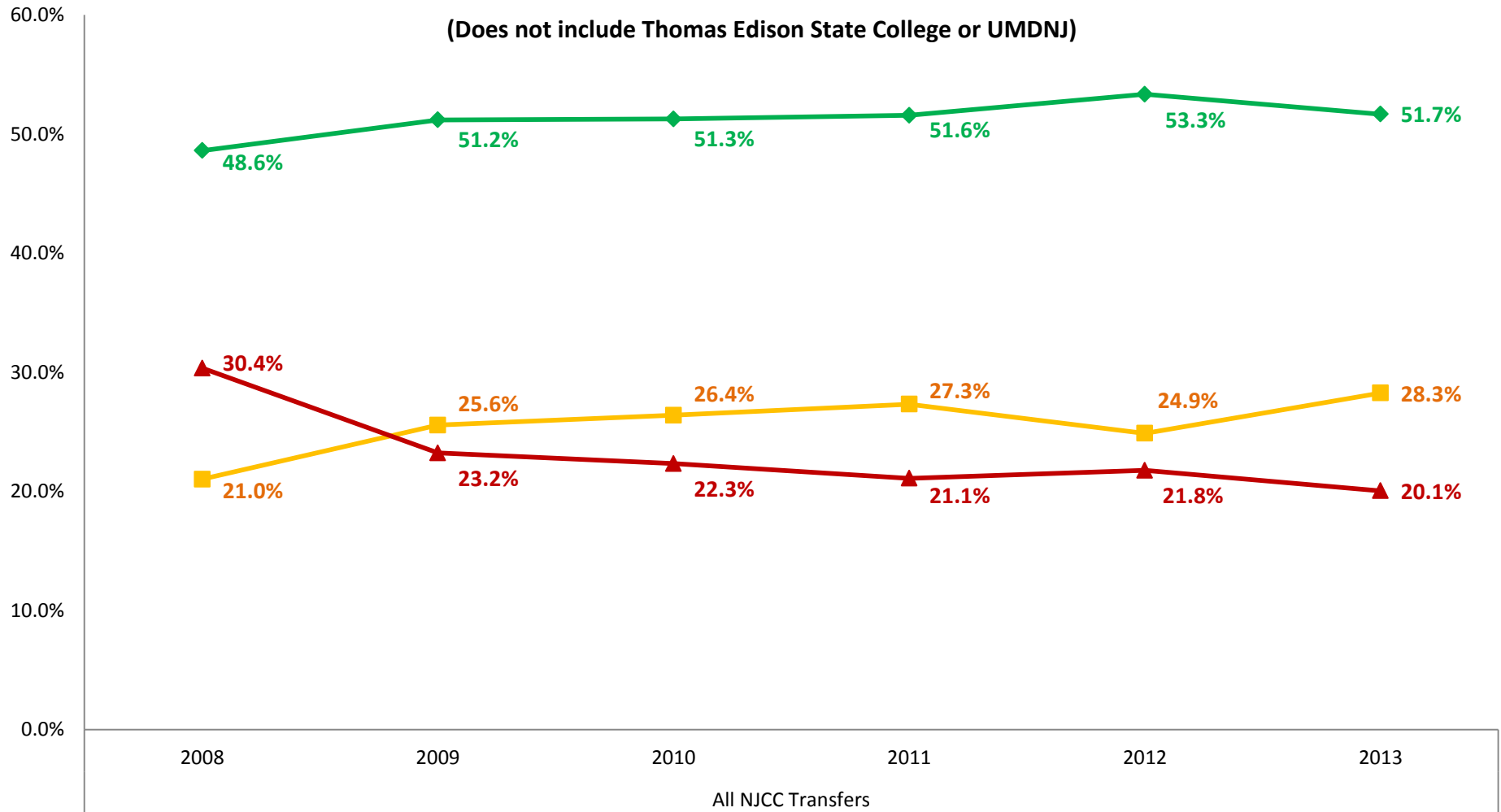
2008 2009 2010 2011 2012 2013	2008 2009 2010 2011 2012 2013	2008 2009 2010 2011 2012 2013	2008 2009 2010 2011 2012 2013
Associate's Degree Reported by Receiving College; Associate's & Bachelor's Levels Match	Associate's Degree Reported by Receiving College; Associate's & Bachelor's Levels Do Not Match	Associate's Degree Found in Sending College Files But Receiving College Did Not Report	Have no Associate's Degree

- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree



# Percent of New Transfer Students by Amount of Accepted Credits

(Does not include Thomas Edison State College or UMDNJ)



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

Since 2008 there has been an overall increase in the number of transfer students received by SPIs (10,894 in 2008; 13,003 in 2013). However, the number of transfer students has leveled off at around 13,000 students for the past three years. There has been an increase in the number of Associate's Degrees being reported by the SPIs from 2008 to 2013 (2,844 in 2008; 4,029 in 2013). Of the transfer students SPIs are accepting, more than 50 percent are awarded at least half of the credits needed for a Bachelor's Degree. Over the last six years more transfer students have received all of the credits they accumulated at NJCCs even though they have not earned half the credits necessary for a Bachelor's Degree. Additionally, there has been a 10 percent decline in the last six years of transfer students who are not awarded all of their NJCC credits and are not halfway toward earning a Bachelor's Degree.

### **Report Outline**

Using the data collected, agency staff has compiled the following information regarding the transfer process for each SPI:

- A brief summary of the institution's history, location, and current student body;
- A pie chart for the institution displaying the information about Fall 2013 transfer students;
- A comparison of data from 2008 through 2013 for each of the reporting categories;
- A current copy of the appeals process for students seeking redress for disputes about the transferability of certain credits.

The institutional summary provides a background of the institution's history and mission. Also included in the summary is the undergraduate enrollment and racial composition of the institution for the current academic year. Finally, the summary presents longitudinal data of undergraduate enrollment and new undergraduate transfer students.

The pie chart presents the institution's new transfer students for the current academic year. Each section of the chart represents one of the five reporting categories.

The comparison of data from 2008 through the current academic year is presented in a dashboard where the four reporting categories (excluding Non-NJCC transfers) are represented in a separate chart. The charts depict the annual change in each subgroup for each reporting category. The changes are shown as percentages to control for the variation in the number of new transfer students.

The description of the appeals process for each institution was requested from the president of each SPI. A copy of the appeals process is included in each institution's section of the report.

### **Methodology**

The report reflects final enrollment data up to and including the current academic year. This data is collected through the Student Unit Record (SURE) system. All 30 New Jersey public colleges and universities participate in SURE by submitting five annual files to the system. For the purpose of the Transfer of Credit Annual Report, Agency staff compiled necessary data from

SURE Enrollment, New Transfer, and Completions files. Data found in the Degree Program Inventory and Integrated Postsecondary Education Data System (IPEDS) files were also used in creating this report. Calculations were performed by Agency staff and all tables and charts were created by Agency staff for this report. As directed by the Comprehensive State-wide Transfer Agreement, prior to the publication of this report, a final draft is presented to the officers of the New Jersey Presidents' Council and shared with each of the SPIs.

## **Conclusion**

The development and analyses of these data are meant to enhance the understanding of the implementation of the transfer statute (N.J.S.A. 18A: 62-46), and, specifically, the implementation of the Comprehensive State-wide Transfer Agreement. New Jersey public colleges and universities have worked together to examine policies that impact students from NJCCs to SPIs.

The implications of the data are far from definitive; however, the agency has highlighted some longitudinal trends. The data are presented in ways that depict both changes in cohort size as well as controlling for cohort size to show shifts in reporting categories. Both methods are important to better understand the impact of the statute and the state-wide agreement. The number of students that are reported as transfers has increased since the statute's implementation and a greater proportion of those students are having their NJCC credits recognized by the SPIs.

The goal of the legislation is to ensure an efficient transfer of credits for students who begin their education at a NJCC and are accepted to a SPI to continue toward their baccalaureate degree. The purpose of the Transfer of Credit Annual Report is to provide a picture of the progress in this area. The Agency anticipates that there will be suggestions on how to improve the information collected and the reporting process. We welcome suggestions on proposed changes to the annual report from all interested parties – colleges, legislators, and, most importantly, students. The Agency will continue to work with the Presidents' Council and its Transfer Committee to ensure that students experience a transfer process that facilitates, rather than impedes, their academic progress.

## **INSTITUTIONAL PROFILES**

- ❖ [The College of New Jersey](#)
- ❖ [Kean University](#)
- ❖ [Montclair State University](#)
- ❖ [New Jersey City University](#)
- ❖ [New Jersey Institute of Technology](#)
- ❖ [Ramapo College of New Jersey](#)
- ❖ [The Richard Stockton College of New Jersey](#)
- ❖ [Rowan University](#)
- ❖ [Rutgers, The State University of New Jersey](#)
  - [Camden Campus](#)
  - [New Brunswick Campus](#)
  - [Newark Campus](#)
- ❖ [Thomas Edison State College](#)
- ❖ [William Paterson University](#)

## The College of New Jersey

Founded in 1855, as the New Jersey State Normal School, The College of New Jersey (formerly Trenton State College) is located in Ewing Township in Mercer County.

The College of New Jersey offers 42 bachelor's degree programs.

Undergraduate enrollment for Fall 2013 was 6,653 students: 6,455 full-time and 198 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 65.7% White; 5.5% Black; 10.2% Hispanic; 8.8% Asian; 0.2% Nonresident Alien; and 9.4% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	6,244	6,237	6,460	6,504	6,545	6,653

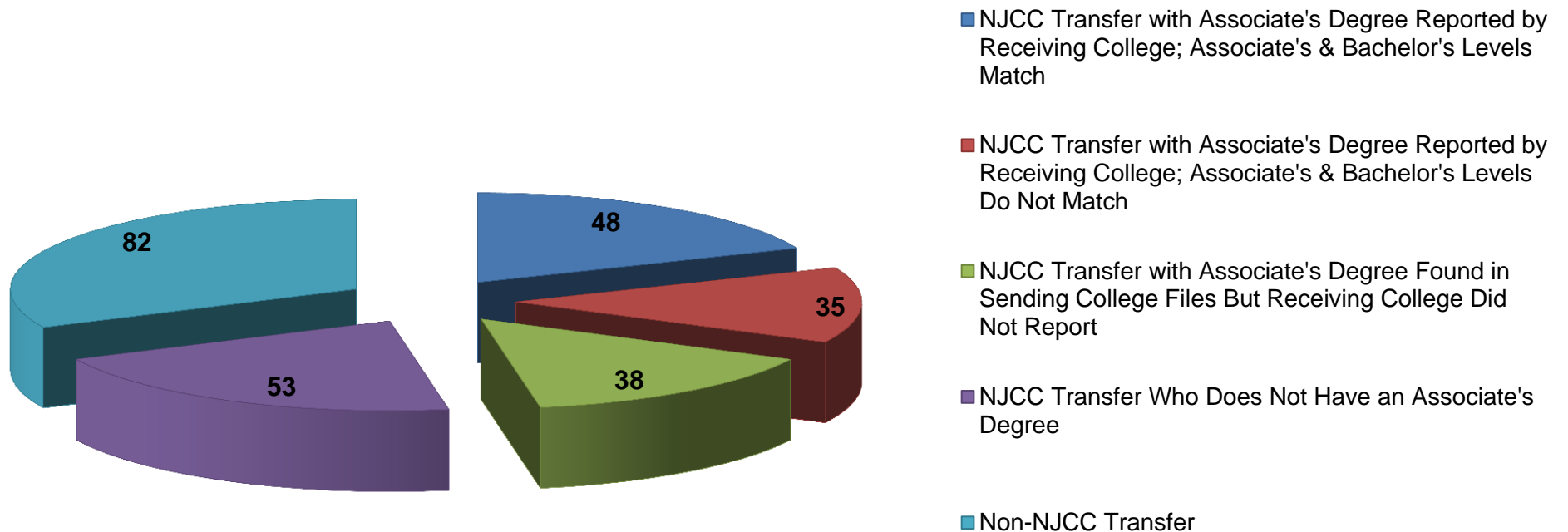
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total	262	324	341	263	237	256

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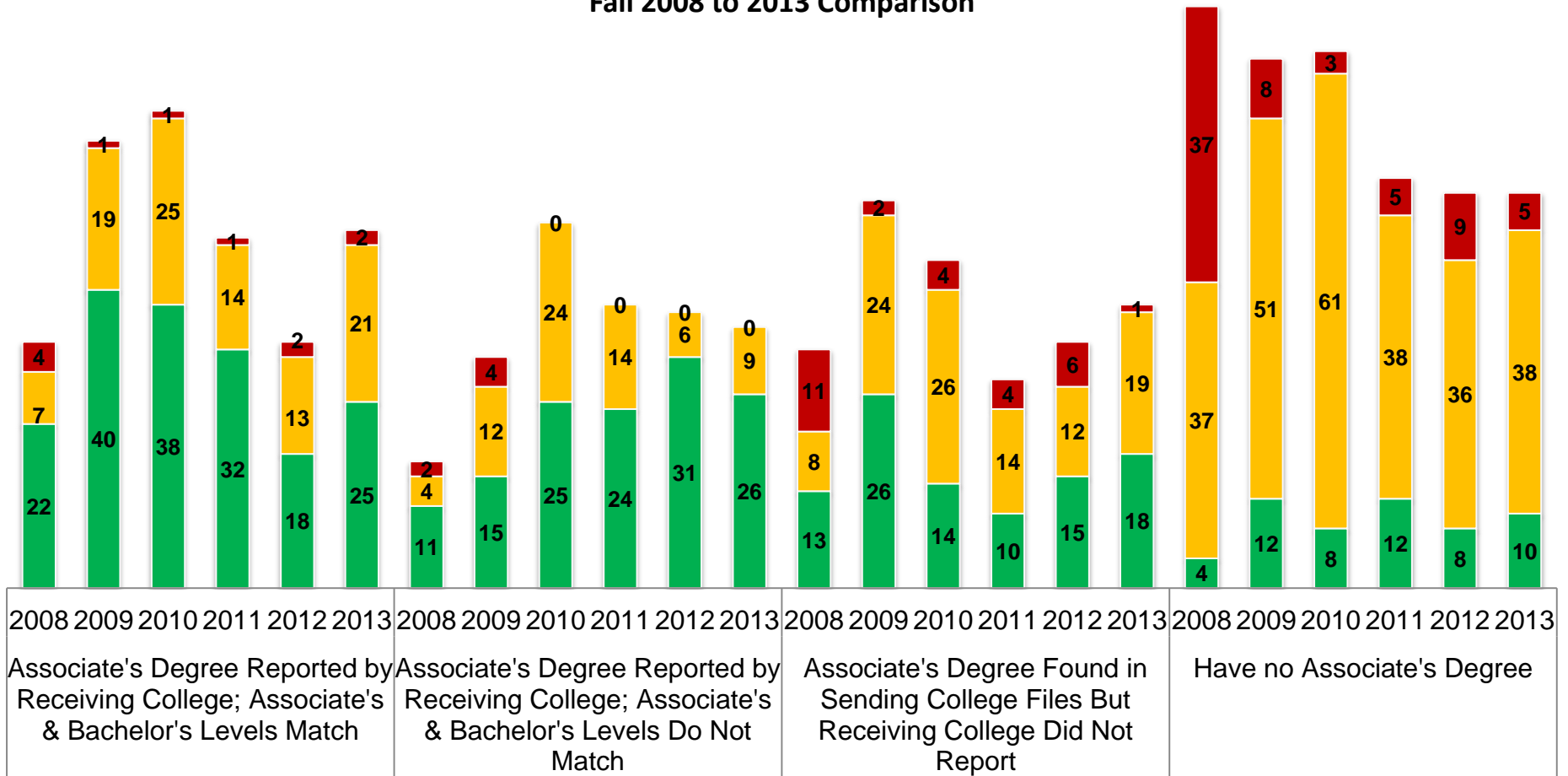
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

# New Transfer Students Received by The College of New Jersey in Fall 2013



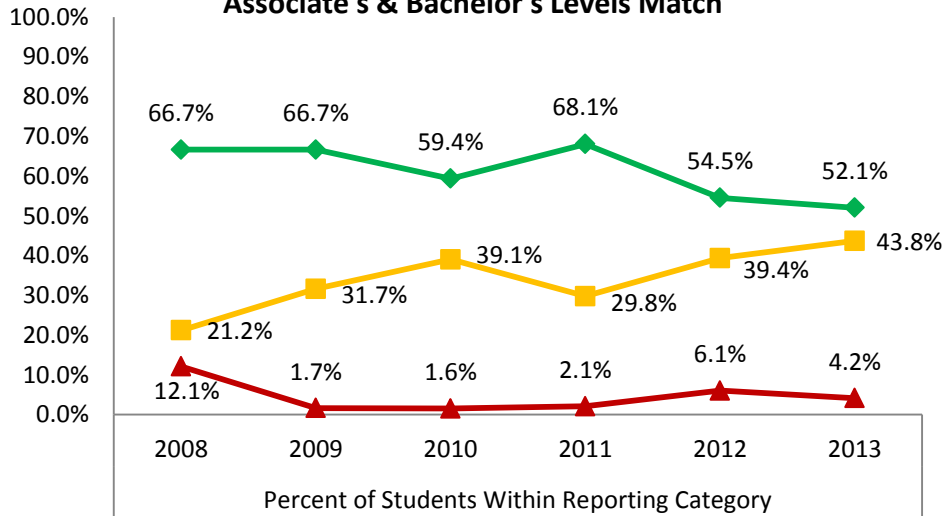
# New Transfer Students Received from NJCCs by The College of New Jersey

Fall 2008 to 2013 Comparison

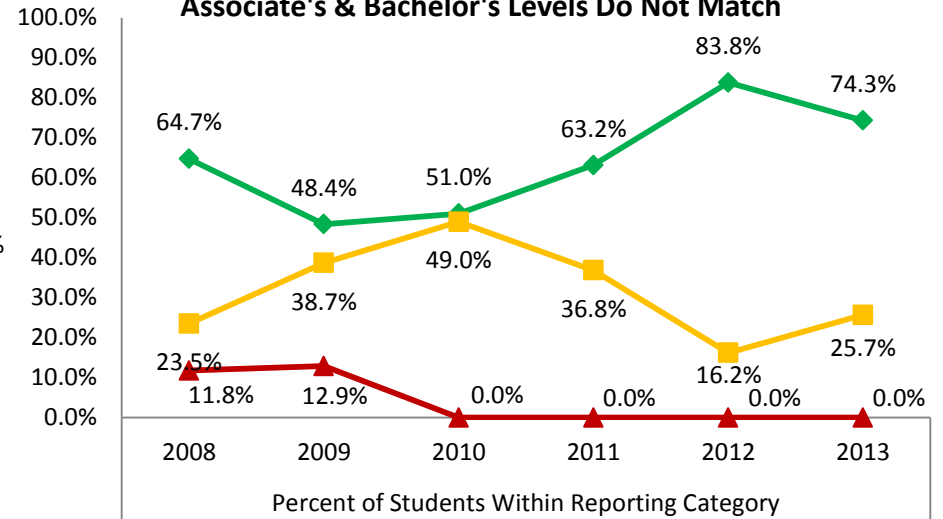


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

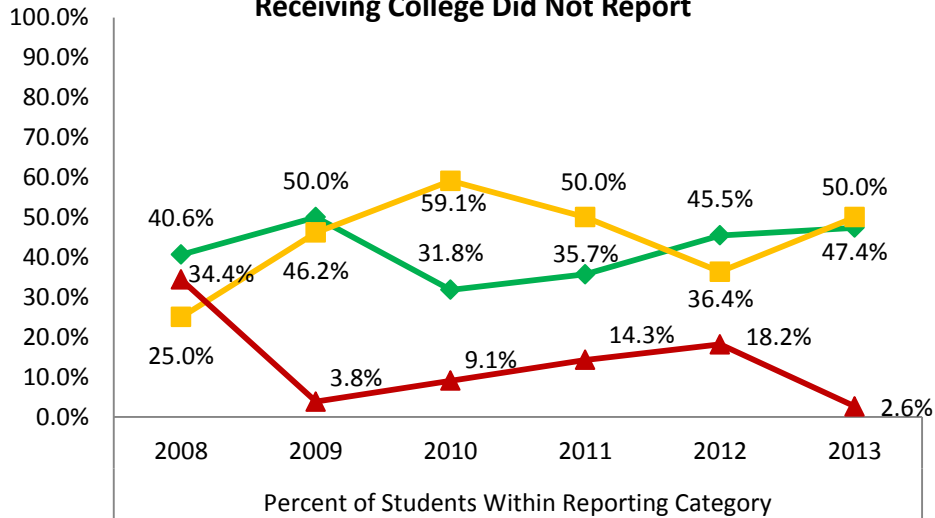
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



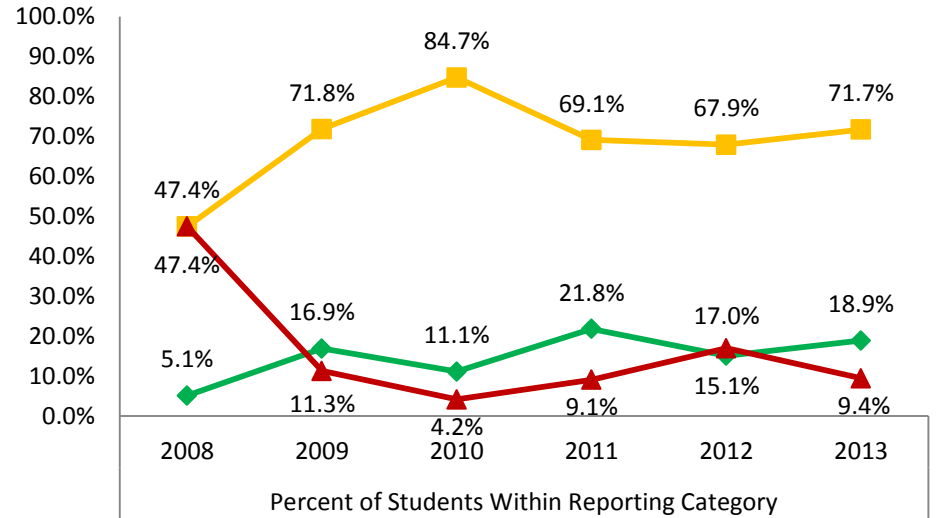
**Associate's Degree Reported by Receiving College  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC



## Student Appeal Process

### **COMPREHENSIVE STATE-WIDE TRANSFER AGREEMENT:**

This process applies only to students transferring to The College of New Jersey who have completed Associates in Arts (AA) or Associates in Science (AS) degrees from New Jersey public community colleges. The agreement makes it possible for students with AA and AS degrees to transfer into TCNJ with their first two years complete, including all liberal learning (general education) requirements, except when specific courses for major requirements, prerequisites, certification, or accreditation are not included among those completed at the community college. The entire agreement can be found at the link below.

Students wishing to appeal decisions about transfer of credits believed not to be consistent with the agreement must do so in writing within 30 days of receiving the evaluation of transfer credit using one of the forms linked below. This appeal must be addressed to the Director of Records and Registration, who will convene a committee consisting of representatives from the offices of Academic Affairs, Liberal Learning, and Records and Registration. That committee will render a decision with a rationale within 60 days of the receipt of the appeal. The decision of the College is final. The relevant community college will be informed of the nature of the appeal and the College's decision.

November 2008

### **View the full agreement here:**

[Comprehensive Statewide Transfer Agreement](#)

### **Download the appeal form here:**

[Transfer Appeals Form 2-2 \(PDF\)](#)

[Transfer Appeals Form 2-2 \(Word Document\)](#)

Source: <http://admissions.pages.tcnj.edu/resources-for/transferapplicants/crediteval/student-appeal-process/>

## Kean University

Founded in 1855, Kean University (formerly Newark State College) began as a normal school for training teachers and principals for the City of Newark. In 1957, it relocated to the Township of Union, its present site. In 1958, the institution's mission expanded from its original, single purpose to become a comprehensive undergraduate institution. Sixteen years later its name changed to Kean College of New Jersey. It was granted university status in 1997.

Kean University offers 62 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 12,078 students: 9,251 full-time and 2,827 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 37.4% White; 17.5% Black; 22.0% Hispanic; 5.1% Asian; 1.3% Nonresident Alien; and 16.7% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	11,240	12,072	13,052	13,462	12,895	12,078

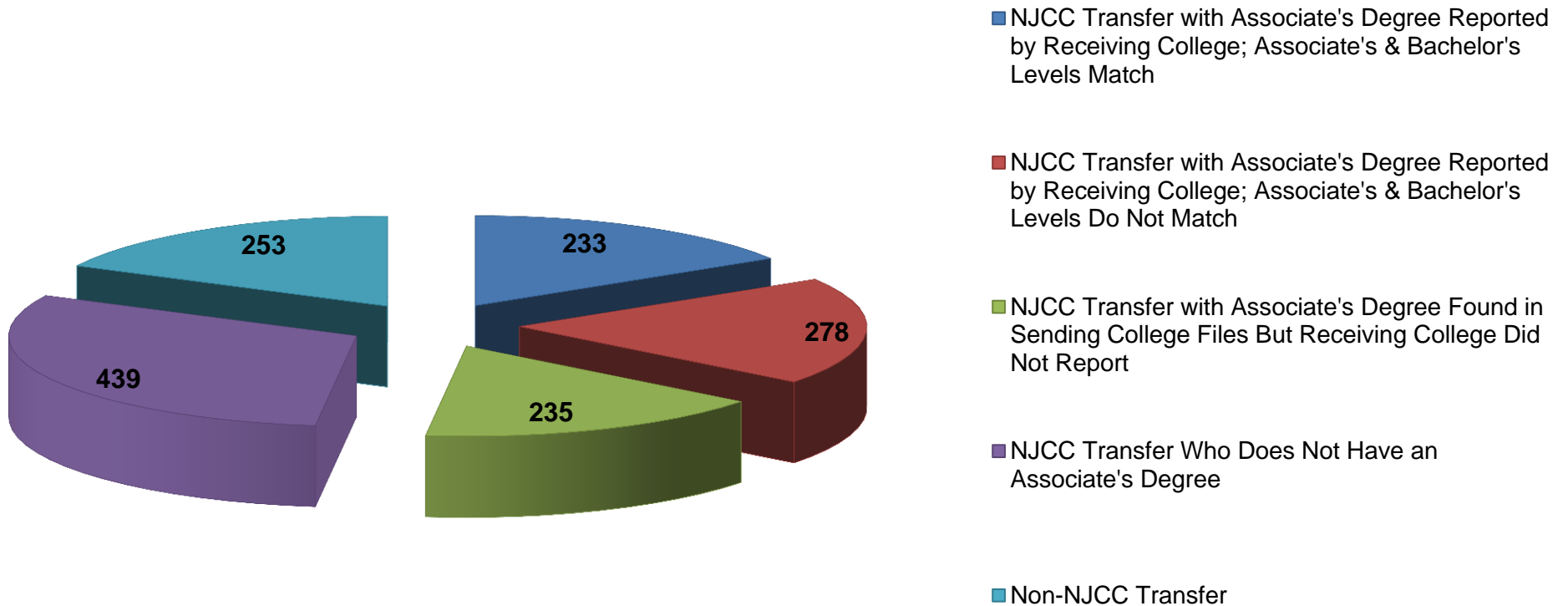
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total	1,497	1,733	1,914	1,692	1,505	1,438

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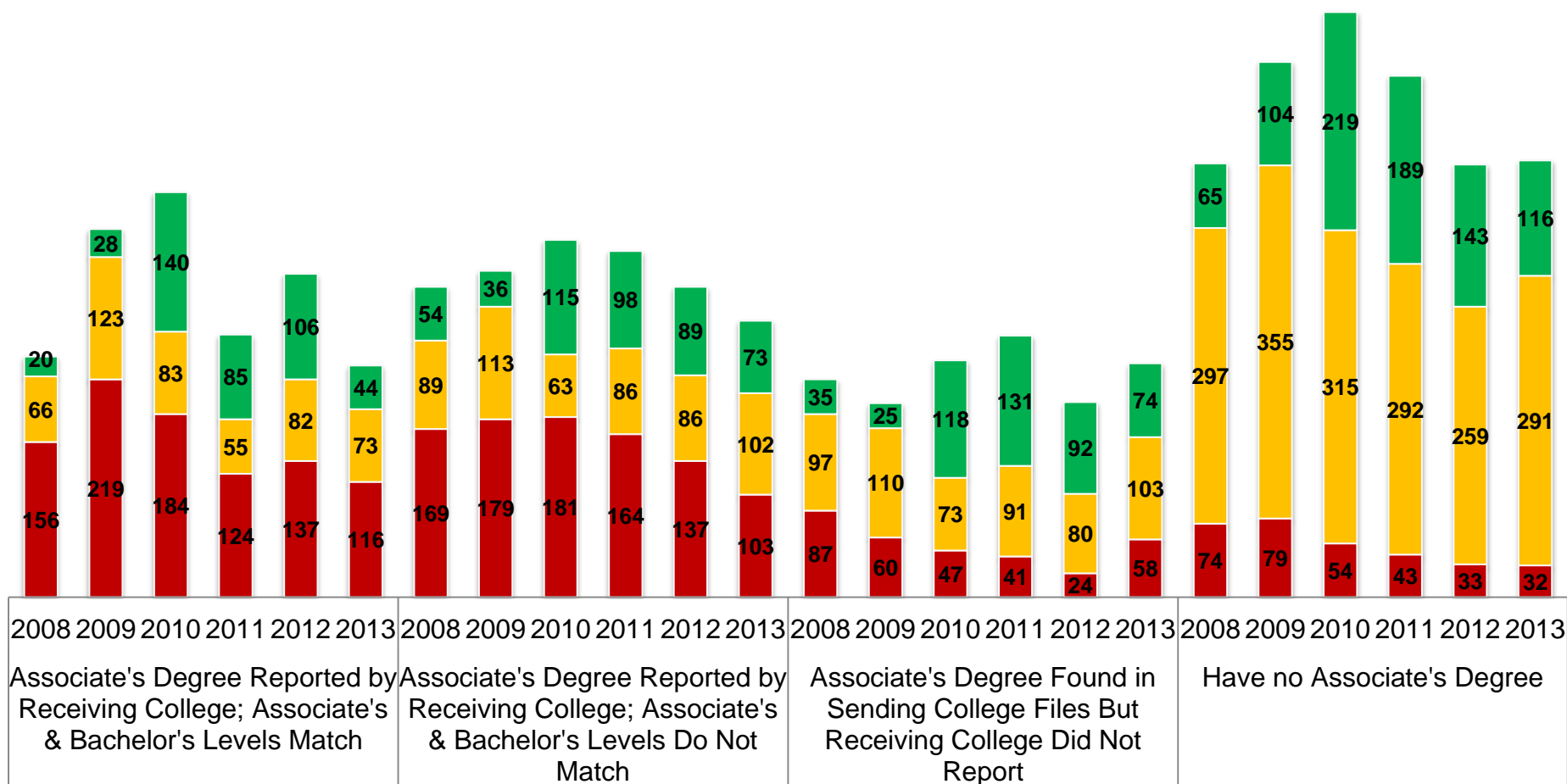
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

## New Transfer Students Received by Kean University in Fall 2013



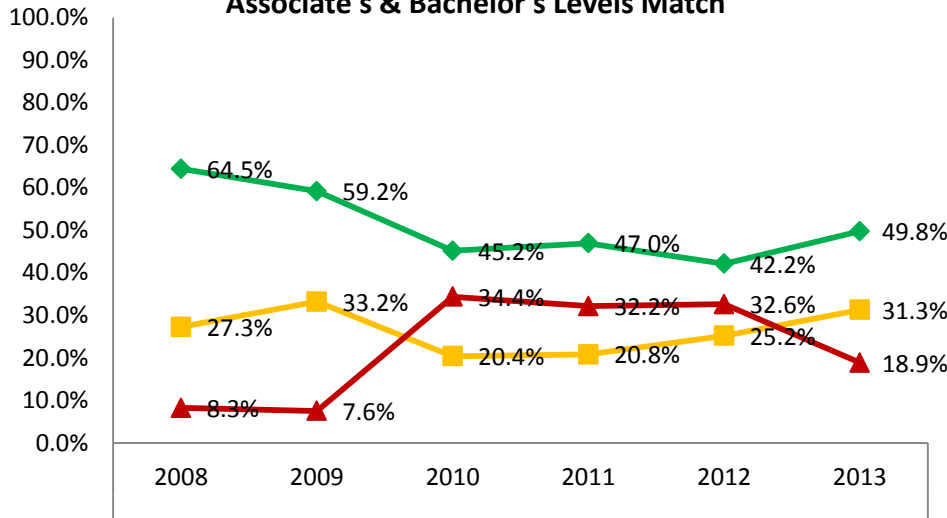
# New Transfer Students Received from NJCCs by Kean University

## Fall 2008 to 2013 Comparison

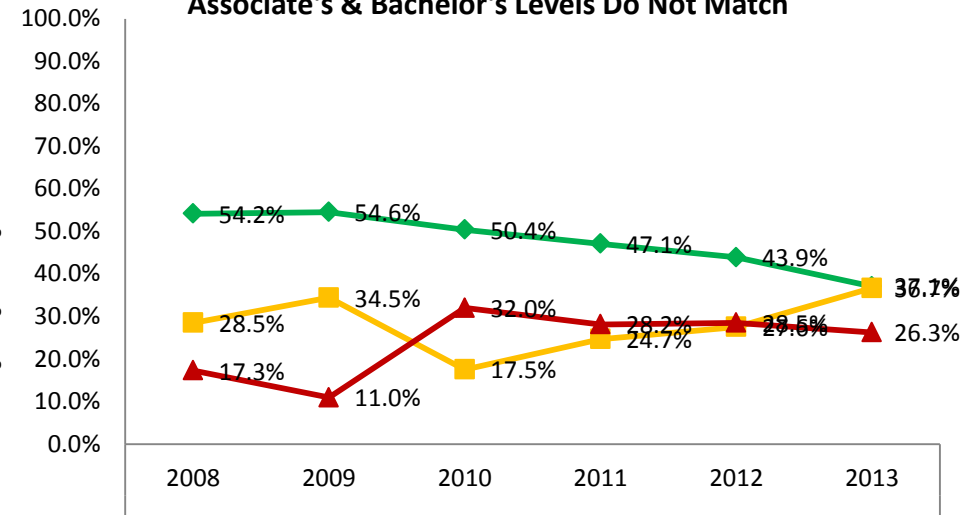


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

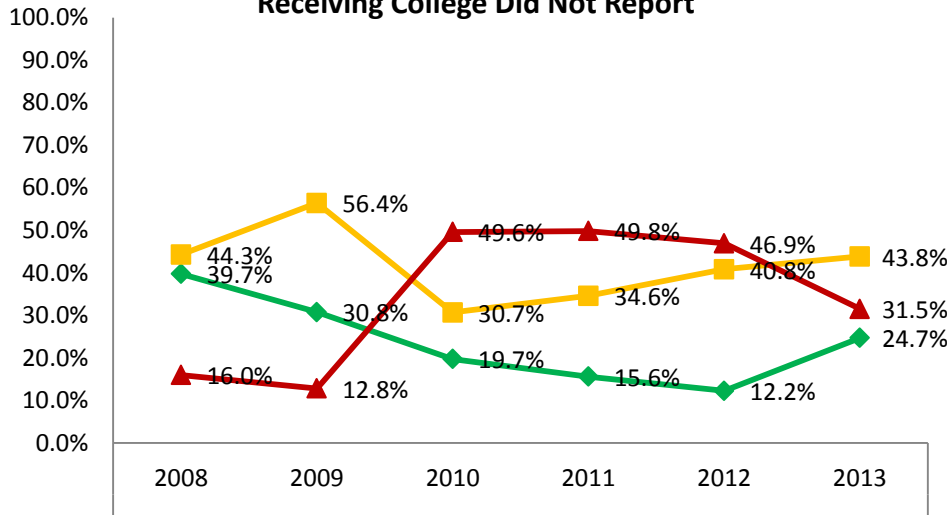
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



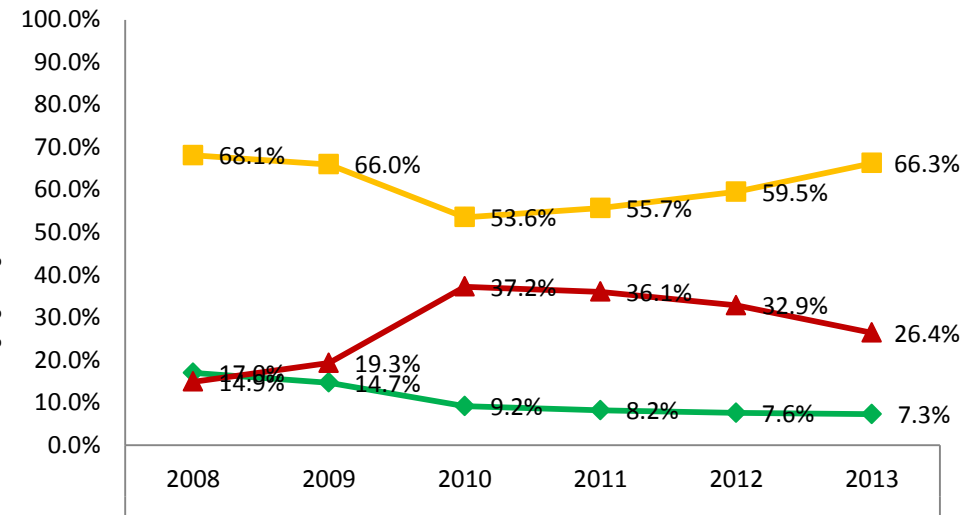
**Associate's Degree Reported by Receiving College  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

## **Kean University Internal Appeals Process for New Jersey Statewide Transfer Agreement**

Listed below is the process of appeals to be taken to resolve issues regarding transfer of credits covered by the Statewide Transfer Agreement. This is in effect for students enter Kean for the first time beginning with the Fall 2008 semester, for students coming directly from a New Jersey County College (two-year institution). The Level 1 appeal must be made within 30 days of receiving the evaluation. The Level 2 appeal must be made within two weeks after the Level 1 decision. The Level 3 appeal must be submitted within two weeks after the Level 2 decision. The Level 4 appeal must be submitted within two weeks of the Level 3 decision. The Level 4 decision is final and will be made within three weeks after the receipt of the request. All decisions at Level 4 are final, and written notification of this outcome is sent to the student and the sending two-year institution.

**Level 1 appeal:** Submit an email appeal request, documenting the issue and asking to make an appointment to meet with the transfer evaluator who performed the initial evaluation. Below is a listing of the evaluators and the majors for which they perform the credit evaluations:

### **Kean Ocean Program (all majors and options at the undergraduate level)**

**Evaluator:** Richard Harrell, Room 010, OCC Library building, 732-255-0400 extension 2042, [harrellr@kean.edu](mailto:harrellr@kean.edu)

**Students majoring in:** Art History, Fine Arts (all options), Criminal Justice, Design (all options including Graphic Communication, Industrial Design, Interior Design, Visual Communication) Media and Film (all options), Music (all options), Social Work, Sociology (all options) Speech and Theatre and Theatre (all options).

**Evaluator:** Deborah Skibitsky, CAS 215, 908-737-0358 [dskitabits@kean.edu](mailto:dskitabits@kean.edu)

**Students majoring in:** Communication Studies (all options), English (all options), History (all options) Philosophy/Religion, Political Science (all options), Psychology (all options), Psychiatric Rehabilitation, Spanish (all options).

**Evaluator:** Robyn Roebuck, CAS 216, 908-737-035, [rroebuck@kean.edu](mailto:rroebuck@kean.edu)

**Students majoring in:** Accounting, Economics, (all options), Finance, Management (all options), Marketing, Public Administration.

**Evaluator:** Andrea Rosa, CAS 217, 908-737-0357, [arosa@kean.edu](mailto:arosa@kean.edu)

**Students majoring in:** Athletic Training, Early Childhood Education, Elementary Education (K-5, K-5&5-8, Bilingual K-5, Bilingual K-5&5-8) Physical Education (all options) Recreation Administration (all options) Speech Language Hearing Science, Special Education (P-3, K-5, K-5&5-8).

**Evaluator:** Wilma Velazquez, CAS 219, 908-737-0355, [velazquw@kean.edu](mailto:velazquw@kean.edu)

**Students majoring in:** Biology (all options), Chemistry (all options), Computer Science (all options), Earth Science (all options), Health Information Management (all options), Mathematical Sciences (all options), Medical Technology (all options), Nursing (RN-BSN), Telecommunication/Information Technology.

**Evaluator:** Magalie Remy, CAS 218, 908-737-0354, [mremy@kean.edu](mailto:mremy@kean.edu)

**Level 2 Appeal:** If satisfactory resolution is not obtained at Level 1, the next level of appeal is made to Dr. Stephen Kubow, Director of the Center for Academic Success. Level one must be completed before Level 2 is initiated. Please submit an email appeal documenting the issue and requesting an appointment to begin the process. After meeting with the student and reviewing issue, the transcripts and the evaluation, the student will be notified in writing of the outcome of the appeal. The contact information to begin the process is:

Dr. Stephen Kubow, CAS 124, 908-737-0309, [skubow@kean.edu](mailto:skubow@kean.edu)

**Level 3 Appeal:** If satisfactory resolution is not obtained at Level 2, the student or county college may request a Level 3 appeal in writing. The request must include a detailed explanation of the request, and why the student or institution feels satisfactory resolution was not obtained at Level 2. This should be submitted to Dr. Stephen Kubow, Director, Center for Academic Success, Kean University, 1000 Morris Avenue, Union, NJ 07083 or electronically to [skubow@kean.edu](mailto:skubow@kean.edu). Upon receipt, the Director will contact the Transfer Coordinator or other appropriate personnel at the sending two-year institution to attempt to work out a resolution to the issue. The student and two-year institution will be notified in writing of the decision on the appeal.

**Level 4 Appeal:** If satisfactory resolution is not obtained at Level 3, the student or institution may request a Level 4 appeal in writing. The request should include a detailed explanation of the issue and why the resolution at Level 3 was not satisfactory. The written request must be sent to the Office of the Vice President of Academic Affairs, Kean Hall, Kean University, 1000 Morris Avenue, Union, NJ 07083. The decision at this level is final. Written notification of the decision will be sent to the student and the sending two-year institution.

Source: <http://www.kean.edu/~cas/forms/Kean%20Transfer%20Law%20Appeals%20Process.pdf>

## Montclair State University

Founded in 1908, Montclair State University (formerly Montclair State College) was the first teachers' college accredited by the Middle States Association as a liberal arts institution. It is located in Montclair in Essex County.

Montclair State University offers 62 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 15,431 students: 13,356 full-time and 2,075 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 49.0% White; 9.0% Black; 22.4% Hispanic; 5.1% Asian; 2.3% Nonresident Alien; and 12.2% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	13,725	14,139	14,383	14,590	14,432	15,431

The table below shows six years of new undergraduate transfer fall enrollment.

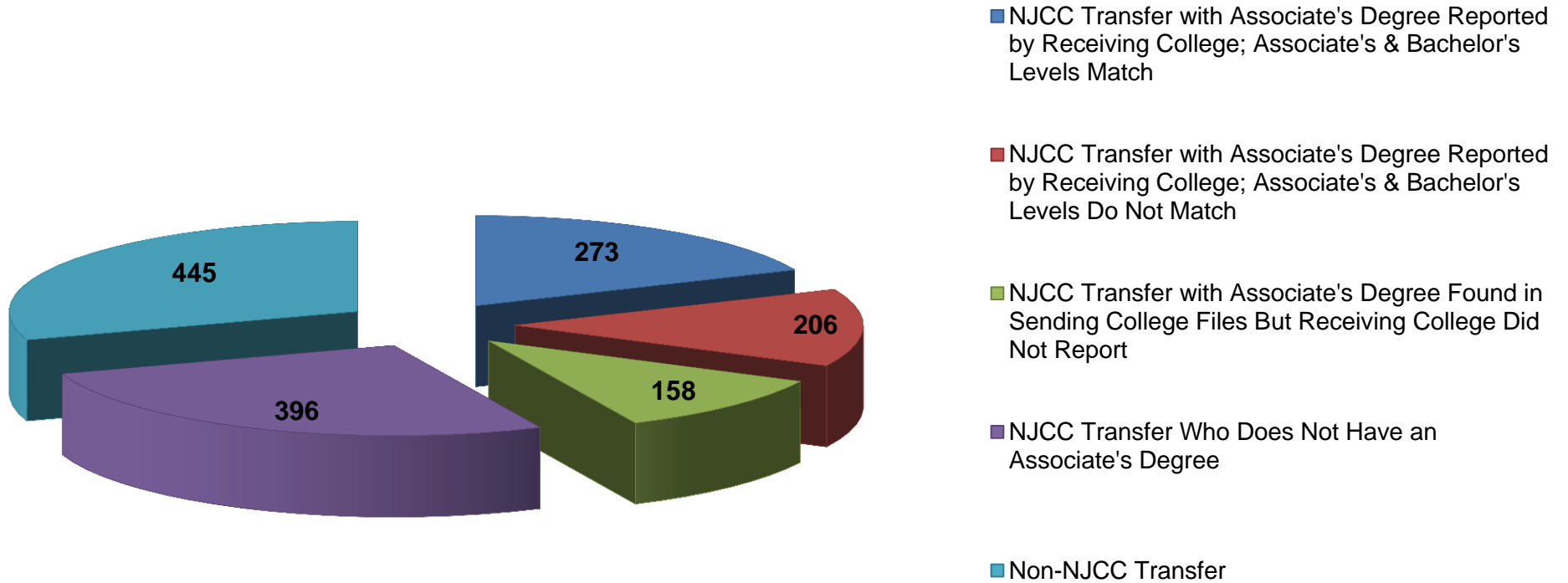
Year	2008	2009	2010	2011	2012	2013
Transfer Total	1,360	1,317	1,500	1,379	1,457	1,478

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

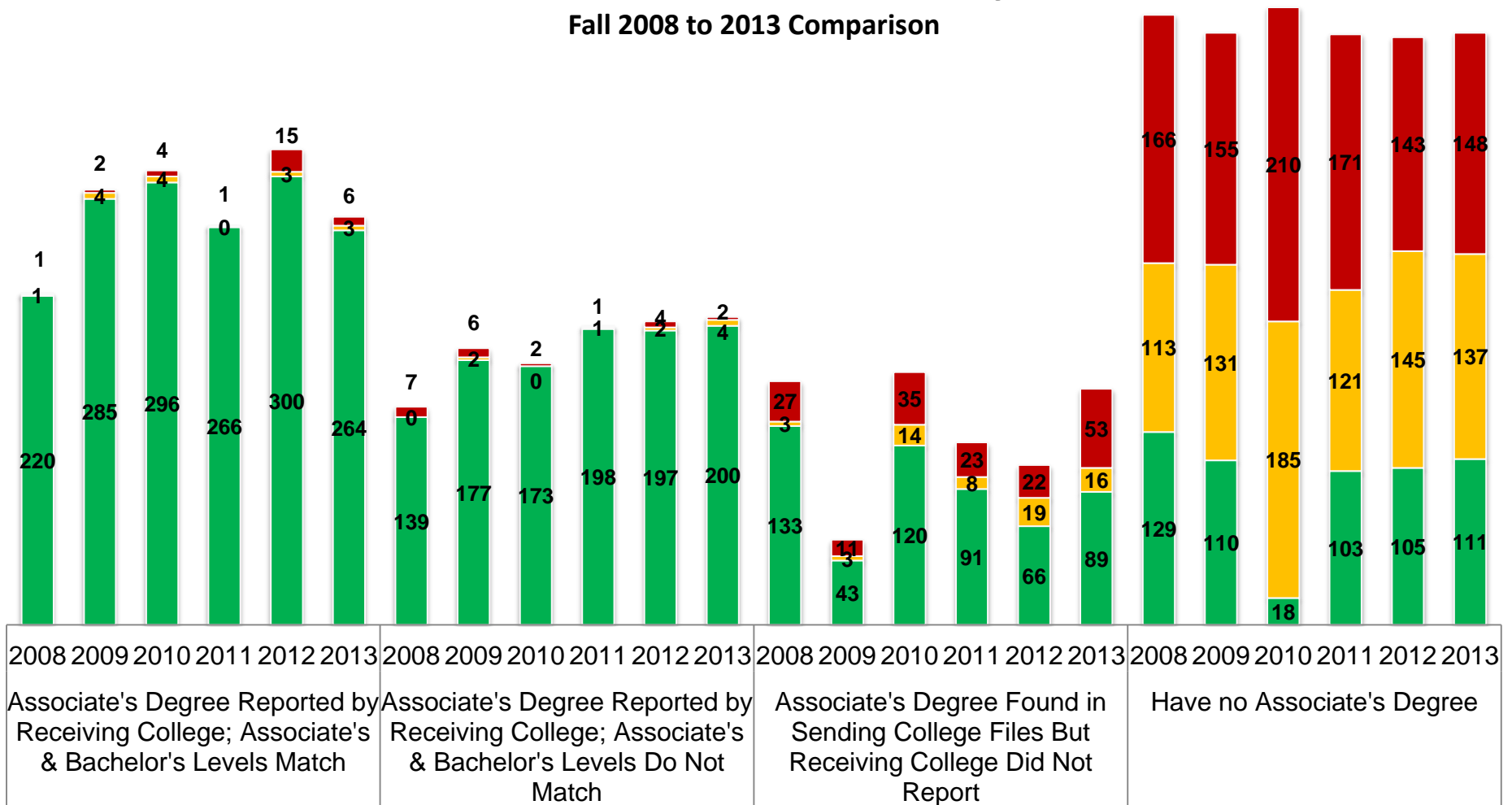


# New Transfer Students Received by Montclair State University in Fall 2013



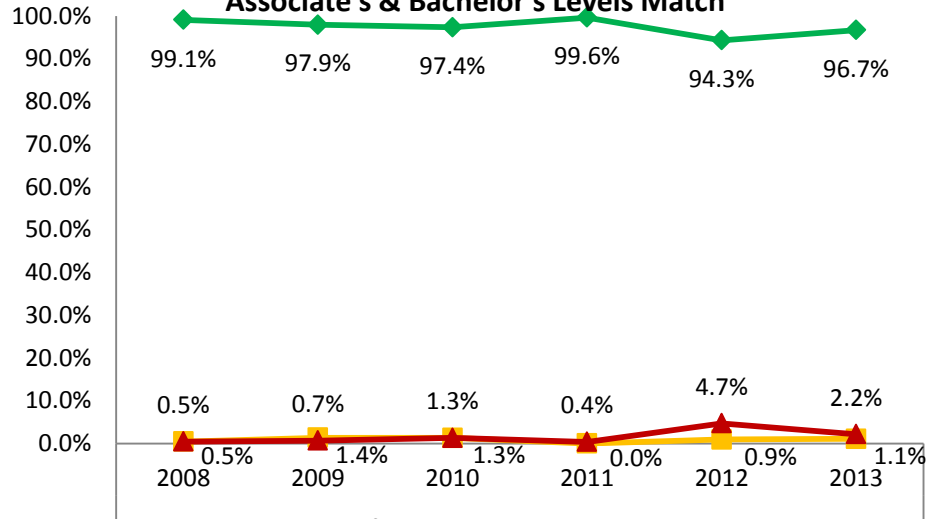
# New Transfer Students Received from NJCCs by Montclair State University

Fall 2008 to 2013 Comparison

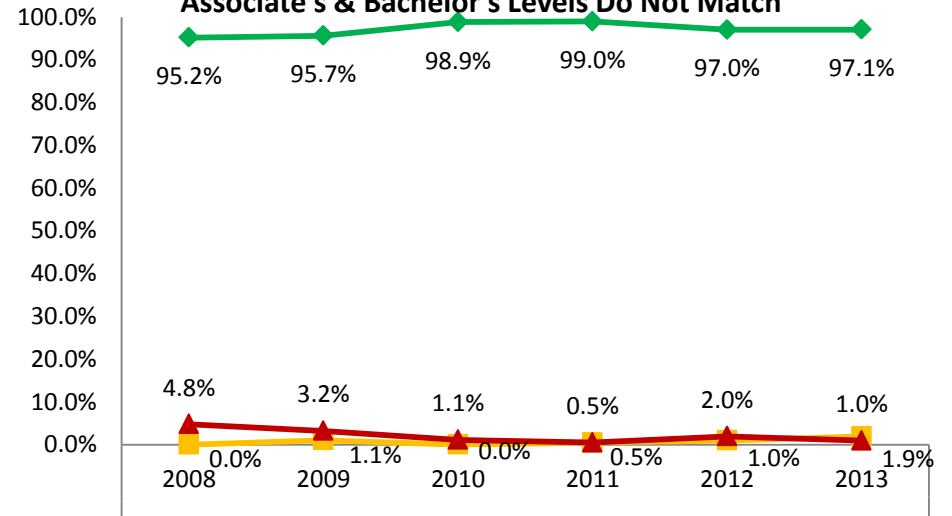


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

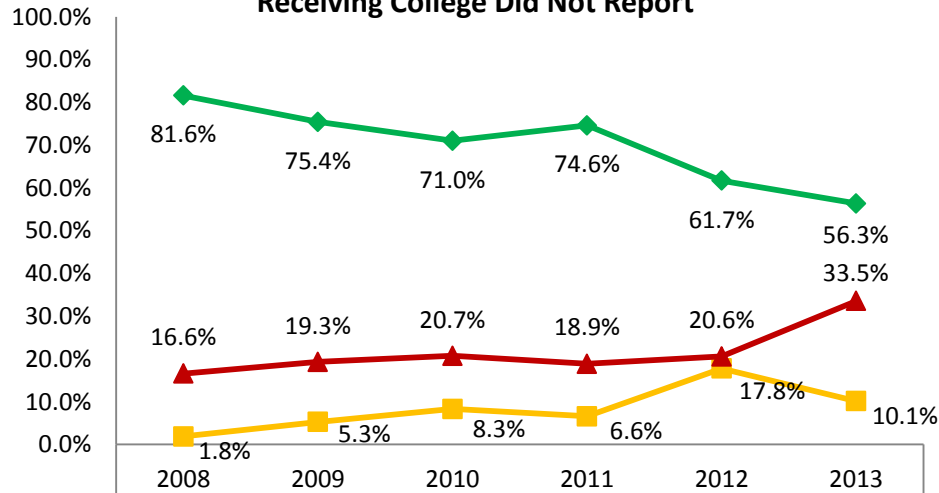
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



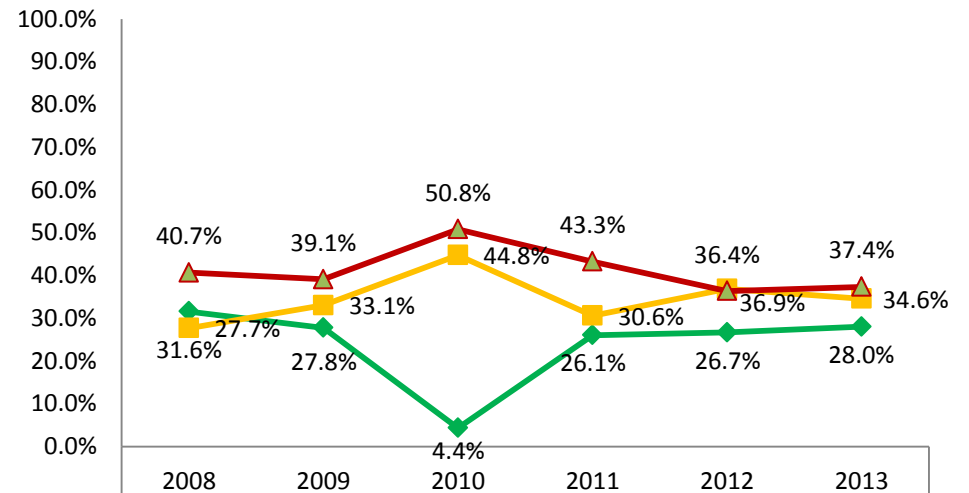
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC



## Transfer Credit Appeals Process

Students governed by the NJ Statewide Transfer Agreement have the right to appeal decisions regarding the acceptance of their transfer credits. Appeals will be considered within thirty days of completion of the student's transfer credit evaluation.

### **Appeals procedure:**

- Appeals must include both the reason for appeal and all supporting documentation to verify course credit and placement.
- All appeals must be submitted electronically to the Director of Undergraduate Admissions at the following email address: [transferMSU@mail.montclair.edu](mailto:transferMSU@mail.montclair.edu)

Completed documents will be reviewed by Montclair State University's Statewide Transfer Agreement Appeals Committee. The Appeals Committee will respond to the student's petition within fourteen business days of receipt of the appeal letter; the appeal letter must include the actual date it is filed with the University. All decisions will be communicated to the student via the student via the student's Montclair State University email address; this will require the student to establish a NetID prior to submitting this form.

## New Jersey City University

Opened in 1929 as the New Jersey Normal School in Jersey City, it became a liberal arts institution in 1968. Jersey City State College became New Jersey City University in 1998. It is located in Jersey City in Hudson County.

New Jersey City University offers 43 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 6,438 students: 4,777 full-time and 1,661 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 25.9% White; 20.4% Black; 35.0% Hispanic; 8.2% Asian; 0.8% Nonresident Alien; and 9.7% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	6,104	6,367	6,588	6,639	6,587	6,438

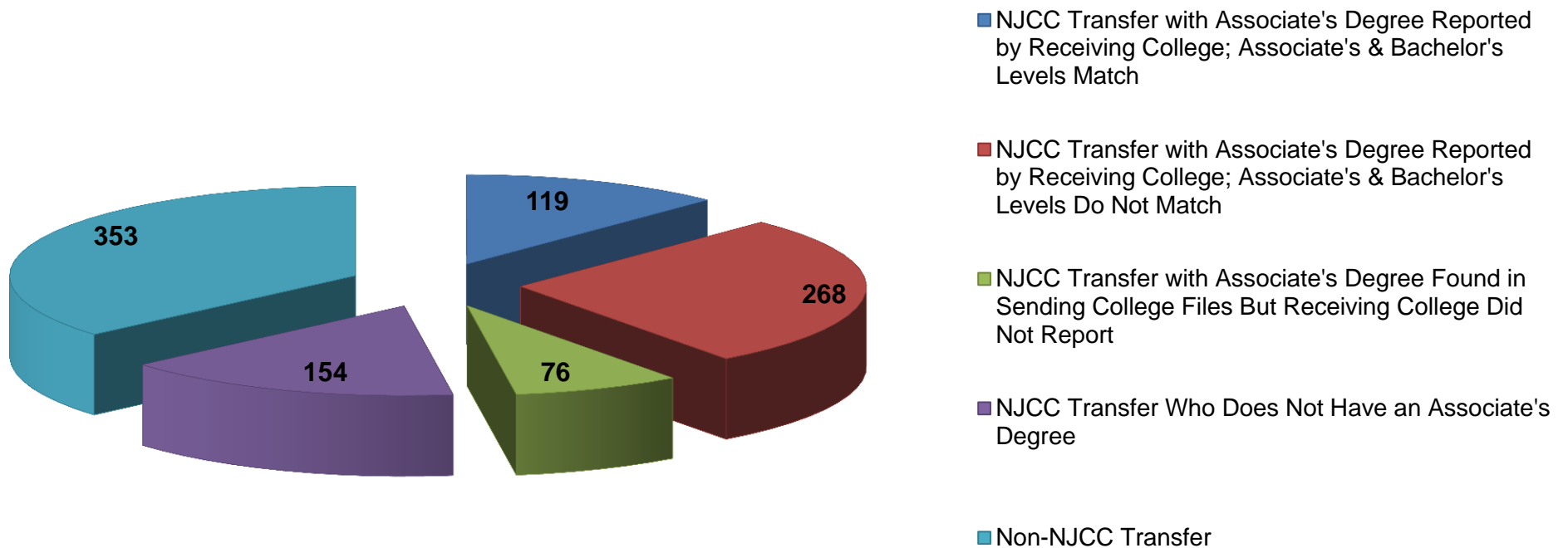
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total	803	909	923	1,001	992	970

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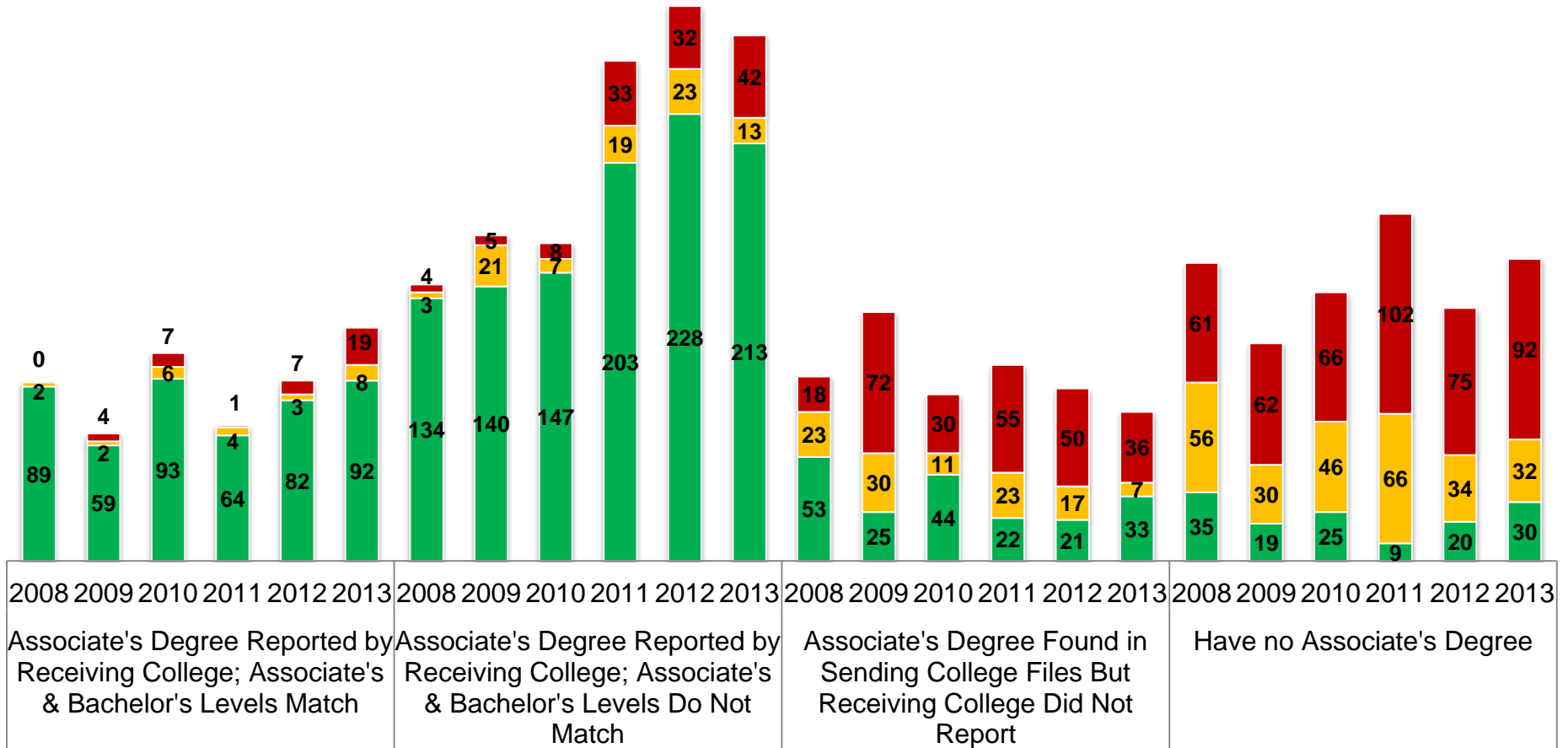
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

## New Transfer Students Received by New Jersey City University in Fall 2013



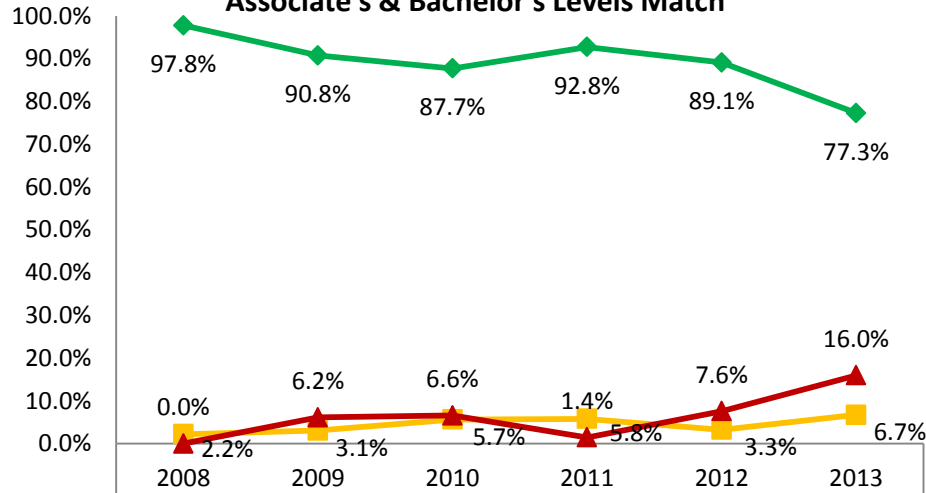
# New Transfer Students Received from NJCCs by New Jersey City University

## Fall 2008 to 2013 Comparison

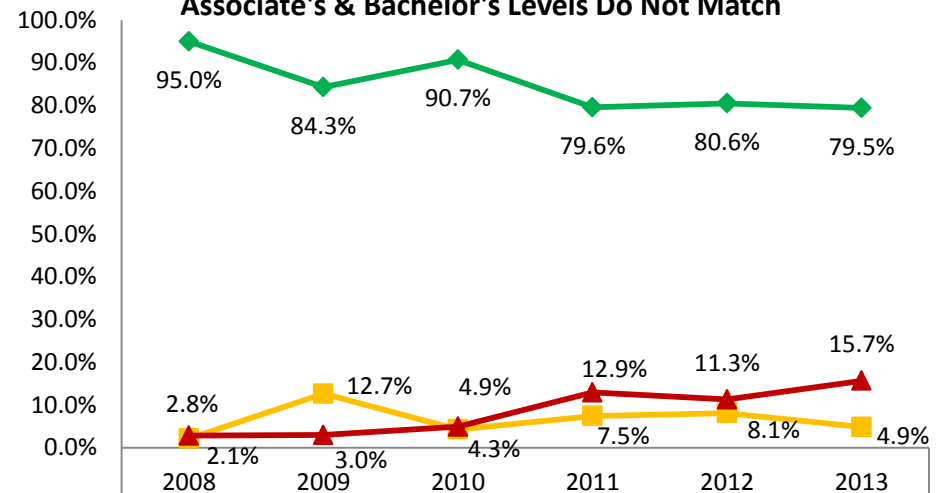


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

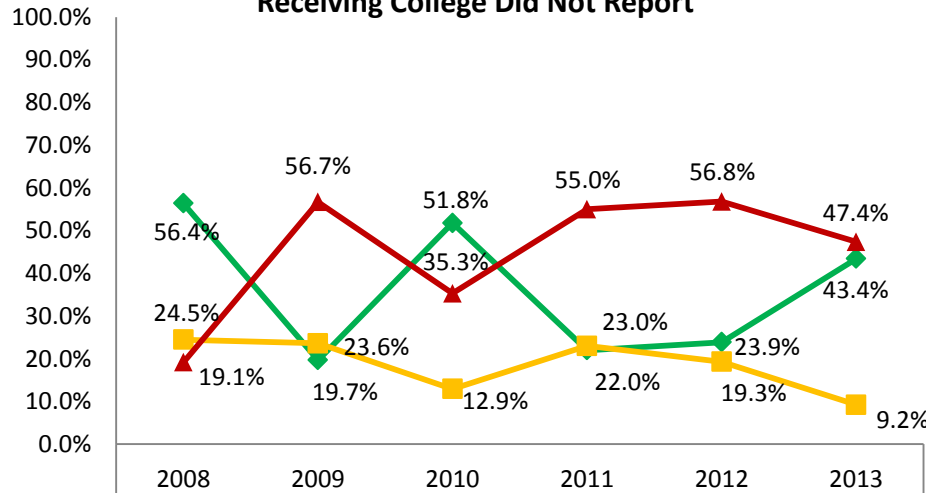
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



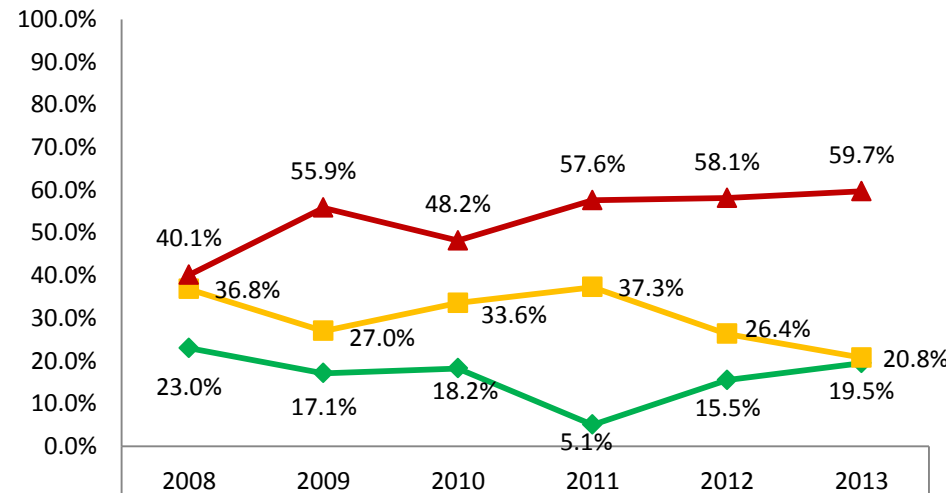
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC



## **Comprehensive Statewide Transfer Agreement**

For full text of the Comprehensive Statewide Transfer Agreement, endorsed by the NJ Presidents' Council, 9/22/08 please visit

<http://www.njcu.edu/academics/pdf/NJSTA.pdf> .

### **TRANSFER STUDENT GRIEVANCE/APPEALS**

In accordance with the Comprehensive Statewide Transfer Agreement\* (hereafter known as the "Agreement"), transfer students at New Jersey City University can appeal a decision that he/she believes is not consistent with the Agreement.

The Agreement and accompanying appeals procedure are not intended to initiate a request for course substitutions. Students wishing to make such a request should file a "Request to Substitute General Studies Area Requirements" form.

#### ***Appeals Procedure:***

Appeals must include both the reason for appeal and all supporting documentation to verify course credit and placement.

The transfer student must file a written complaint with the Director of University Advisement Center within thirty days on any evaluation decision that the student is not in agreement, to the following email address: [jduff@njcu.edu](mailto:jduff@njcu.edu) .

Upon receipt of the Director's decision, which is due to the student within fifteen days of receipt, the student may appeal directly to the Vice President for Academic Affairs within ten days. The Vice President's decision is final and is due to the student within ten days of receipt.

All decisions will be communicated to the student via the student's NJCU email address and mailing address, which requires the student to establish a GothicNet ID and maintain a current, up-to-date mailing address prior to submitting the form.

Source: [http://web.njcu.edu/dept/trc/Content/comprehensive\\_statewide\\_transfer\\_agreement.asp](http://web.njcu.edu/dept/trc/Content/comprehensive_statewide_transfer_agreement.asp)

## New Jersey Institute of Technology

Founded in 1881 as the Newark Technical School, the New Jersey Institute of Technology has grown into a technological research university with schools of engineering, architecture, science and liberal arts, management, and computing sciences, as well as an honors college. Its campus is located in Newark in Essex County.

New Jersey Institute of Technology offers 49 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 7,281 students: 5,705 full-time and 1,576 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 34.6% White; 9.4% Black; 20.2% Hispanic; 20.6% Asian; 4.5% Nonresident Alien; and 10.8% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	5,576	5,924	6,103	6,604	7,111	7,281

The table below shows six years of new undergraduate transfer fall enrollment.

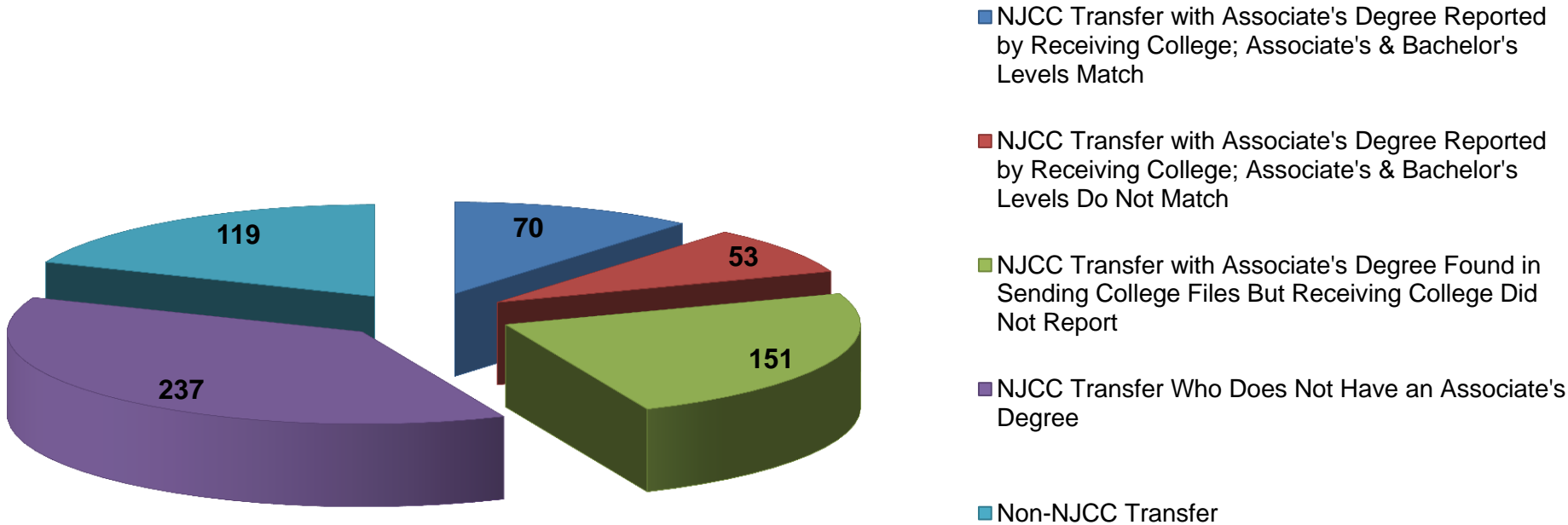
Year	2008	2009	2010	2011	2012	2013
Transfer Total	455 <sup>†</sup>	472	481	620	645	630

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

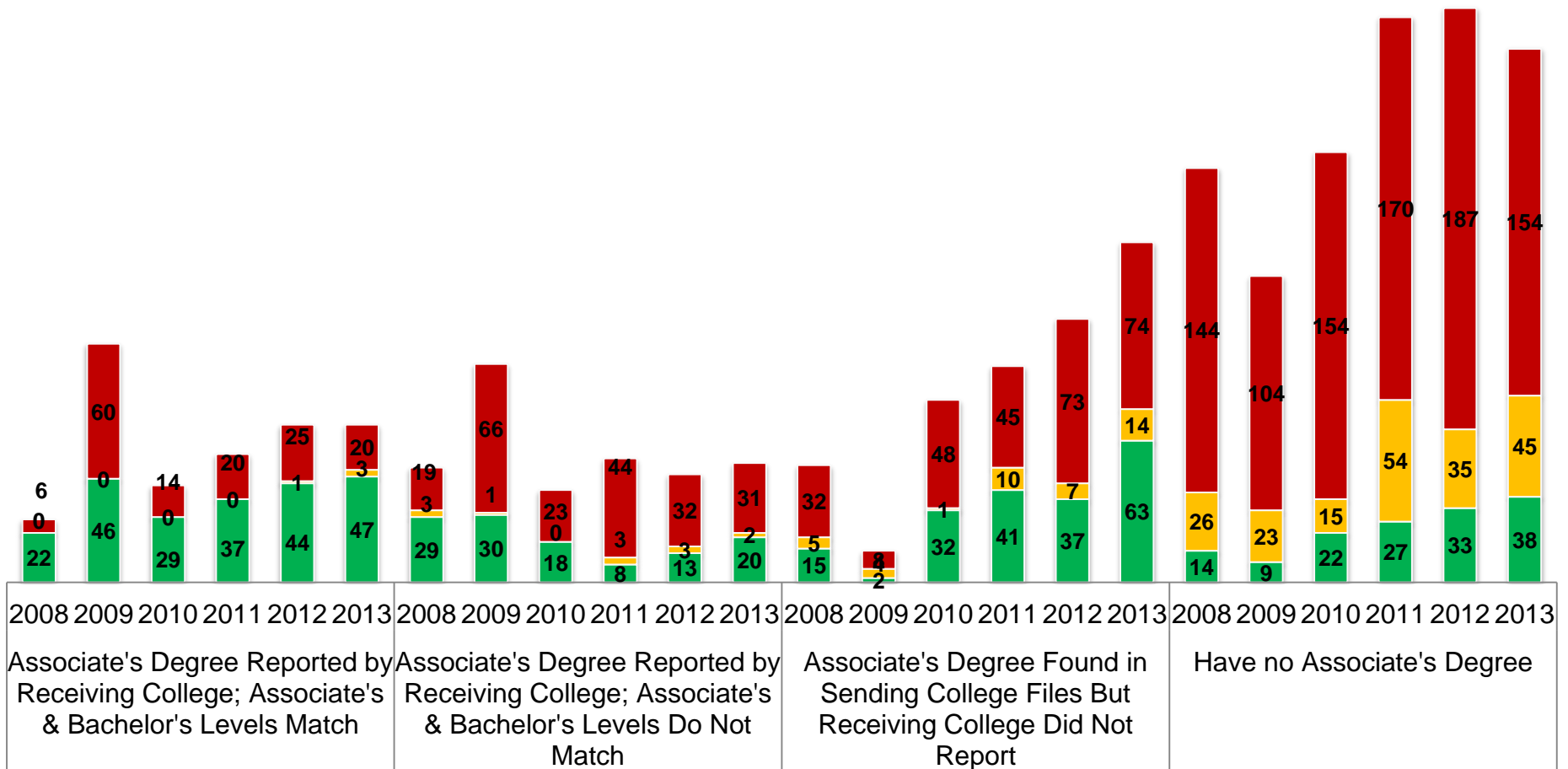
<sup>†</sup> For this institution, the date the fall enrollment file was created differs from the date the new transfer file was created. This timing issue creates the number discrepancy between the total transfers in 2008 shown here and the total of numbers shown on the pie chart.

# New Transfer Students Received by New Jersey Institute of Technology in Fall 2013



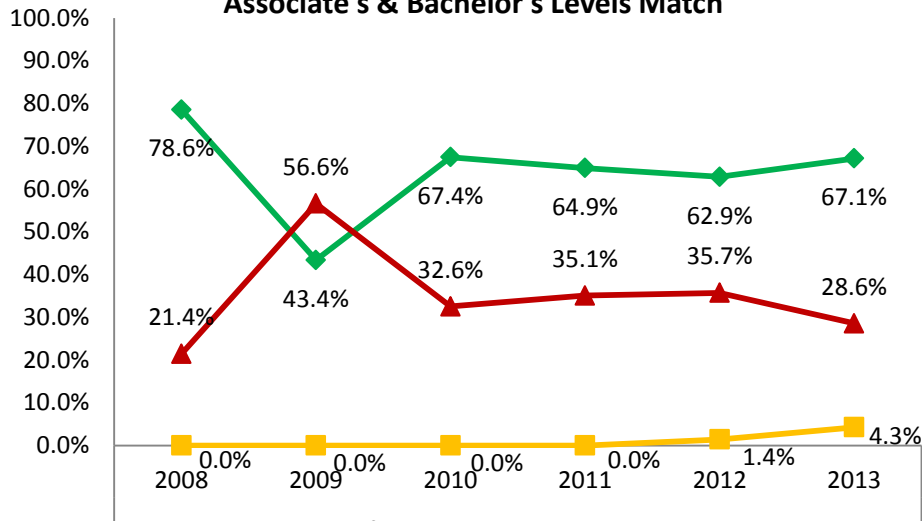
# New Transfer Students Received from NJCCs by New Jersey Institute of Technology

Fall 2008 to 2013 Comparison

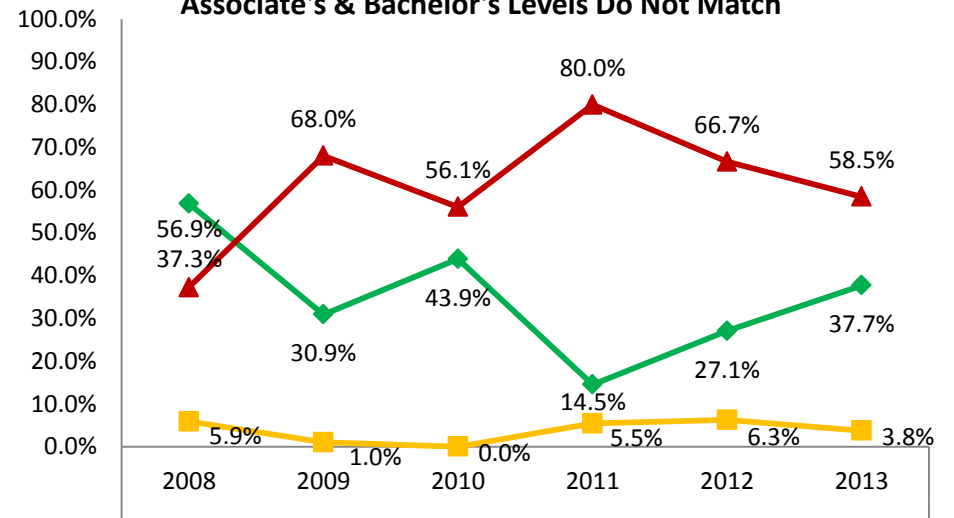


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

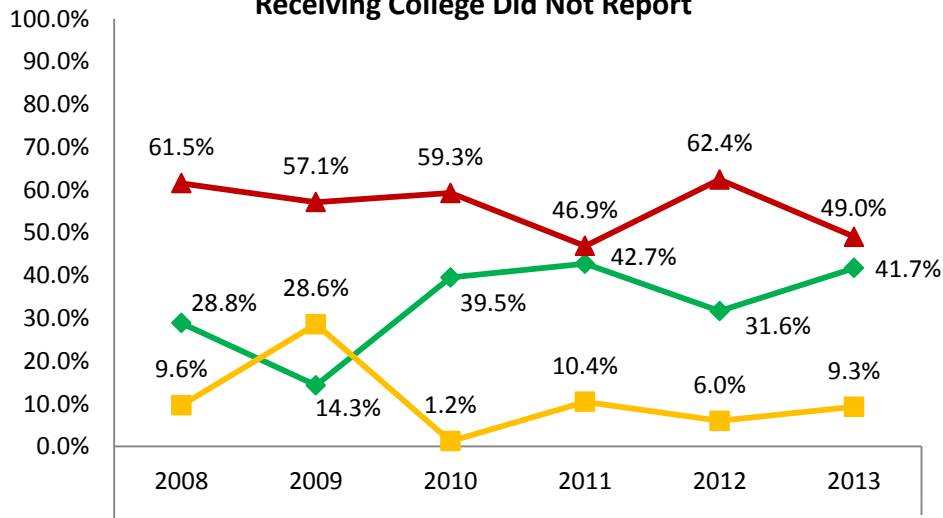
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



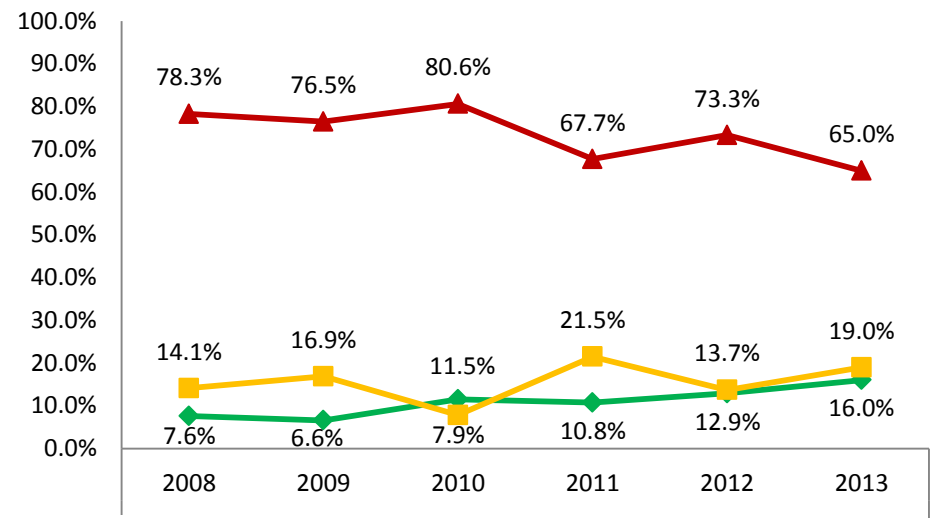
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC



## **APPEAL FORM: NJ State-Wide Transfer Agreement**

If you feel you have not received credit in accordance with the NJ State-Wide Transfer Agreement, please complete this form completely, and submit to the Associate VP for Enrollment Services (currently [Kathryn.kelly@njit.edu](mailto:Kathryn.kelly@njit.edu)) by e-mail, hard copy or FAX (973 596-3461), within 30 days of receipt of the transfer credit evaluation. The form must be fully completed or it will be returned without review.

DATE: \_\_\_\_\_

YOUR NAME: \_\_\_\_\_

NJIT ID#: \_\_\_\_\_ NJIT E-MAIL ADDRESS: \_\_\_\_\_

COMMUNITY COLLEGE ATTENDED: \_\_\_\_\_

Statement of appeal; cite specific course(s) by number and title, and semester taken; include transcript copies or other supporting documentation.

Details of the appeal will be reviewed by the NJIT Statewide Transfer agreement Appeals Committee. You may be asked to provide additional information. A decision will be rendered within 30 days of the receipt of the appeal; NJIT reserves the right to divulge the nature of the appeal and the decision to the relevant community college. This decision will be final.

Last updated: Dec 9, 2008

Source: <http://www.njit.edu/registrar/transfer/appeal-form.pdf>

## Ramapo College of New Jersey

Founded in 1969, Ramapo College is a liberal arts college. It is located in Mahwah in Bergen County.

Ramapo College of New Jersey offers 39 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 5,397 students: 4,928 full-time and 469 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 69.1% White; 4.5% Black; 12.3% Hispanic; 5.4% Asian; 1.2% Nonresident Alien; and 7.5% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	5,561	5,776	5,796	5,715	5,624	5,397

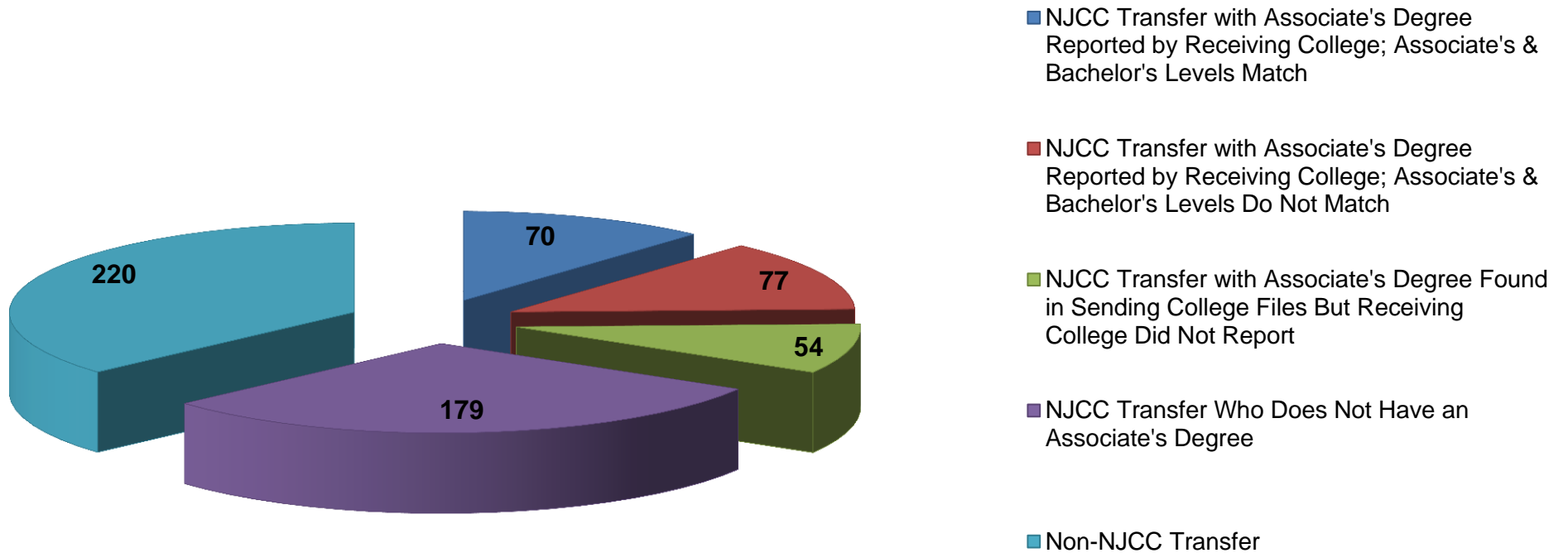
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2012
Transfer Total	621	608	589	597	595	600

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

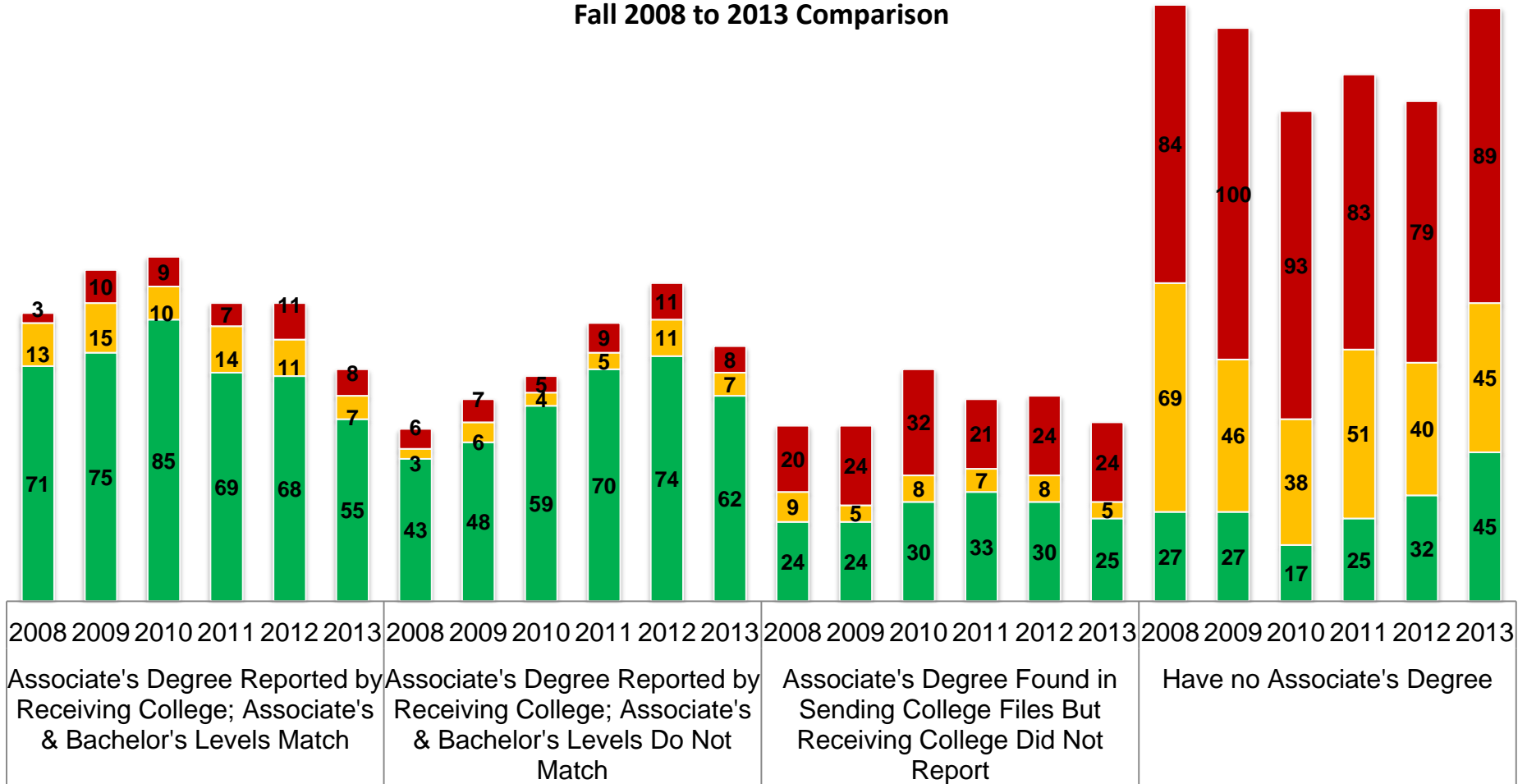
## New Transfer Students Received by Ramapo College of New Jersey in Fall 2013





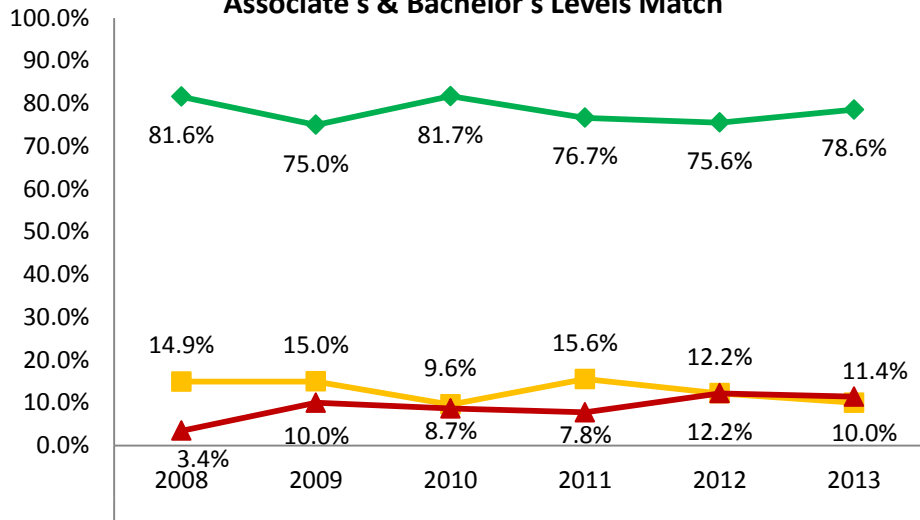
# Transfers Received from New Jersey Community Colleges by Ramapo College of New Jersey

Fall 2008 to 2013 Comparison

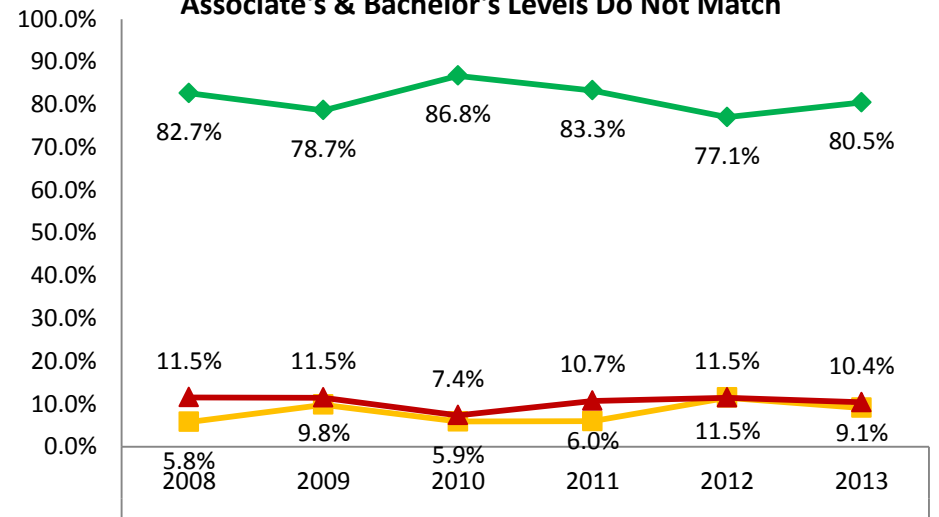


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

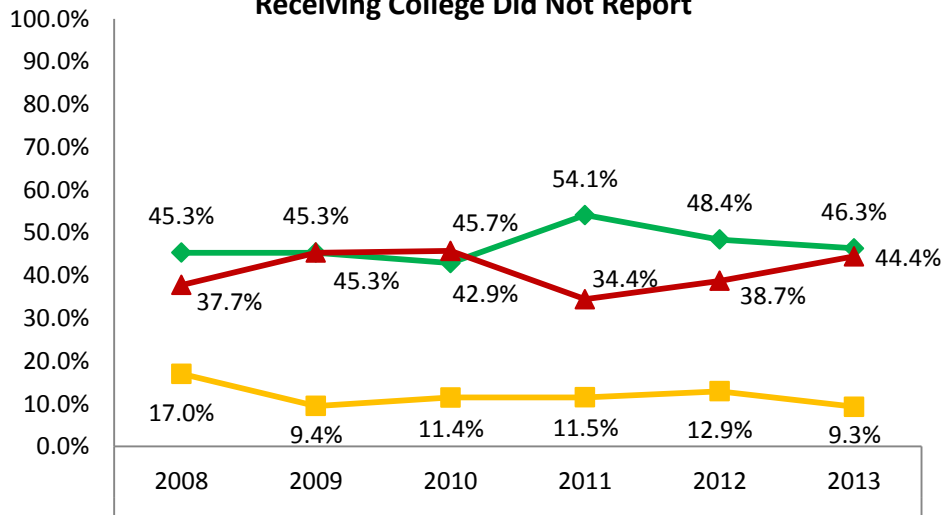
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



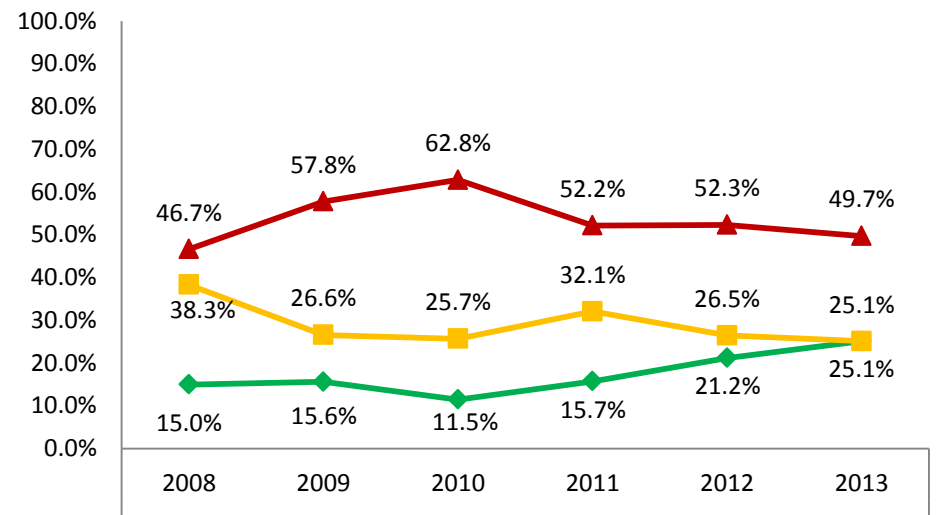
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

**Ramapo College's New Jersey Statewide Transfer Agreement Appeals Process**

Students who wish to appeal a perceived misinterpretation of the policies agreed upon in the NJ Statewide Transfer Agreement must submit a written appeal to the Director of the Center for Academic Advising/First Year Experience (CAAFYE) within 30 days of receiving his/her credit evaluation.

The appeal will be reviewed by the College's NJSTA appeals committee. The CAAFYE director will then provide a decision to the student within 14 days of receipt of the appeal. Appeals should be submitted electronically to [caafye@ramapo.edu](mailto:caafye@ramapo.edu). They must include the reason for the appeal and any needed documentation supporting the request.

All decisions will be communicated to the student via the student's Ramapo College email account, which requires the student to establish and regularly maintain a Ramapo e-mail account prior to submitting the appeal.

Source: [http://www.ramapo.edu/catalog\\_09\\_10/academic-policies.html](http://www.ramapo.edu/catalog_09_10/academic-policies.html)

# The Richard Stockton College of New Jersey

The Richard Stockton College of New Jersey was founded in 1971. It is located in Galloway Township in Atlantic County.

The Richard Stockton College of New Jersey offers 44 bachelor's degree programs. The number of credits needed to receive a bachelor's degree is 128.

Undergraduate enrollment in Fall 2013 was 7,539 students: 6,953 full-time and 586 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 74.9% White; 6.6% Black; 8.6% Hispanic; 5.2% Asian; 0.2% Nonresident Alien; and 4.5% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	6,671	6,813	7,062	7,240	7,516	7,539

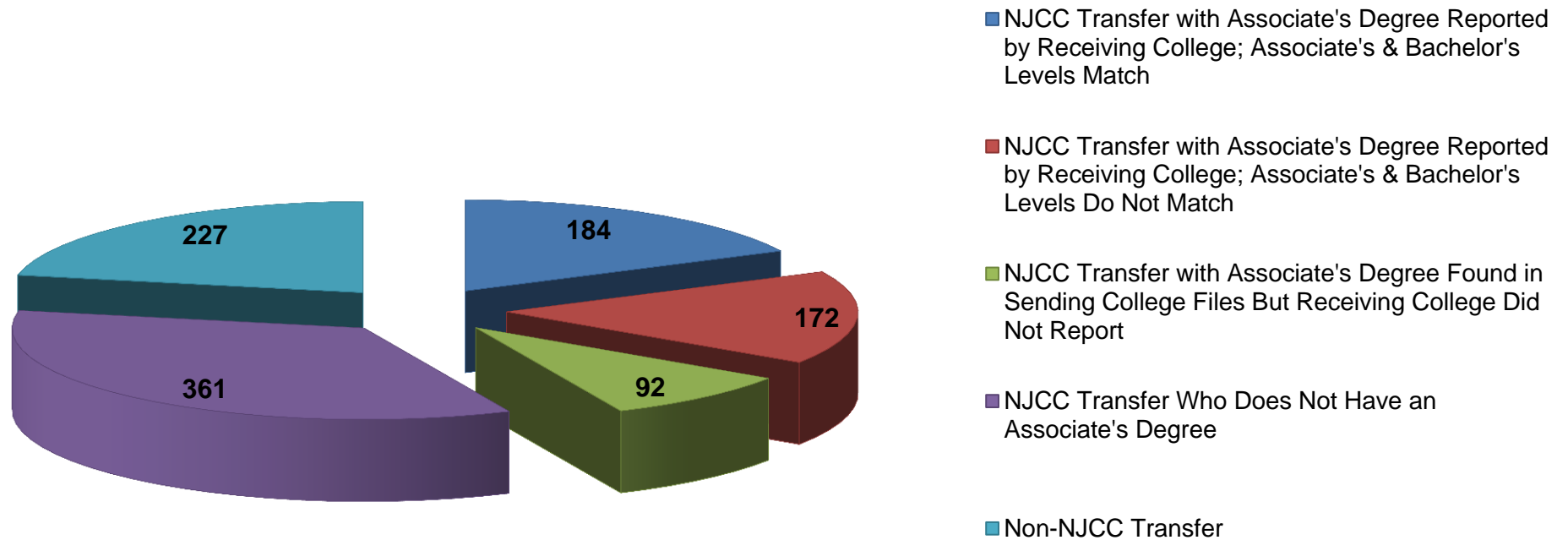
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total	846	1,009	1,062	1,075	1,062	1,036

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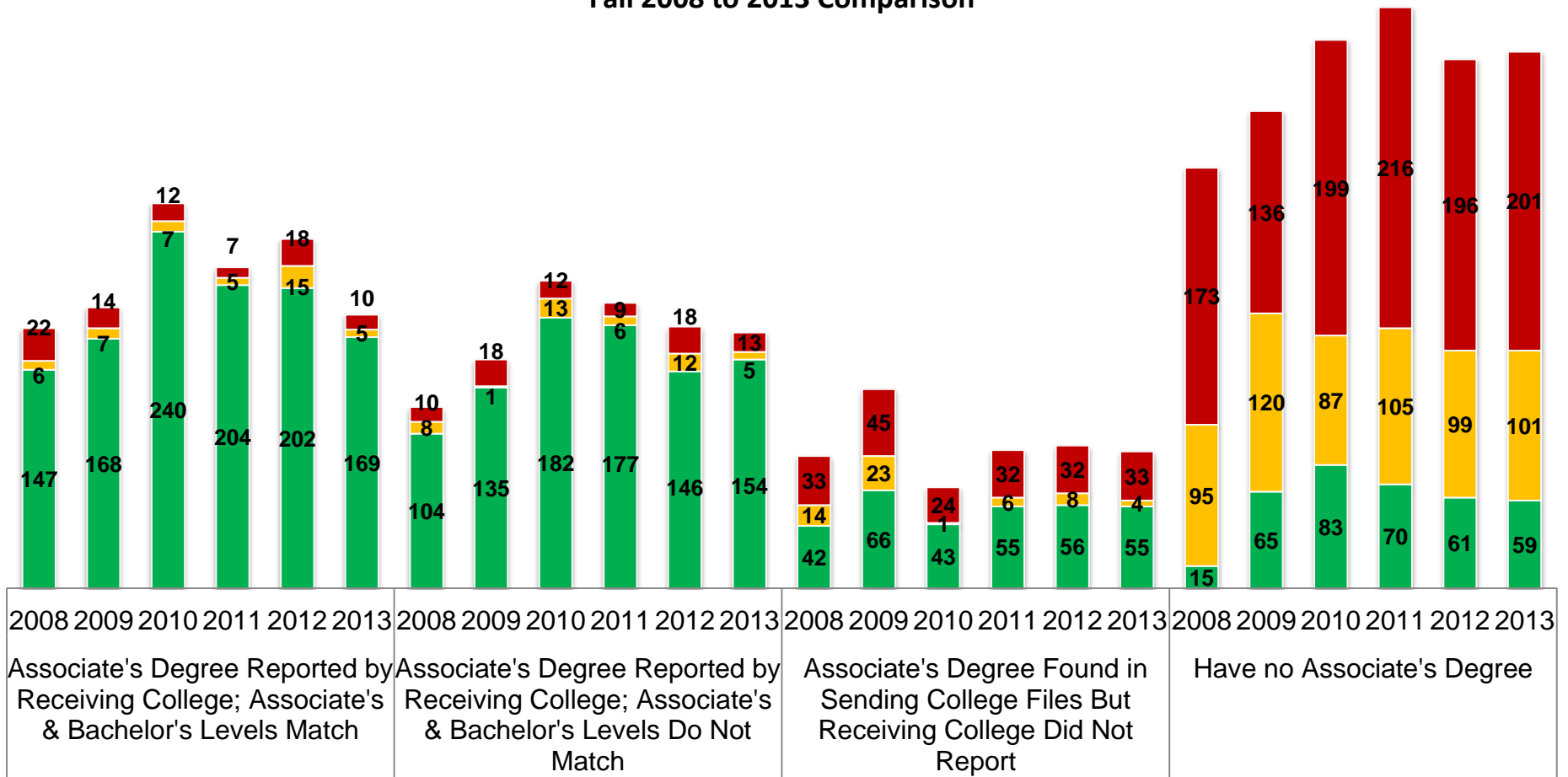
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

# New Transfer Students Received by The Richard Stockton College of New Jersey in Fall 2013



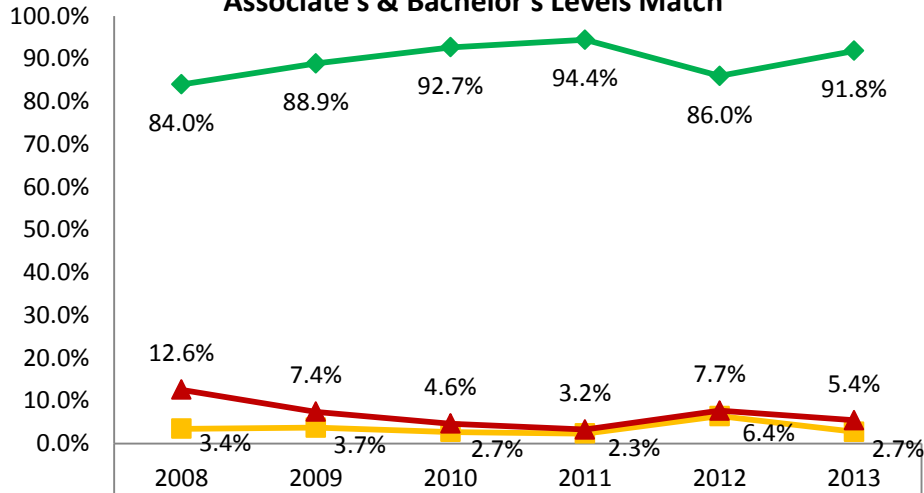
# New Transfer Students Received from NJCCs by The Richard Stockton College of New Jersey

Fall 2008 to 2013 Comparison

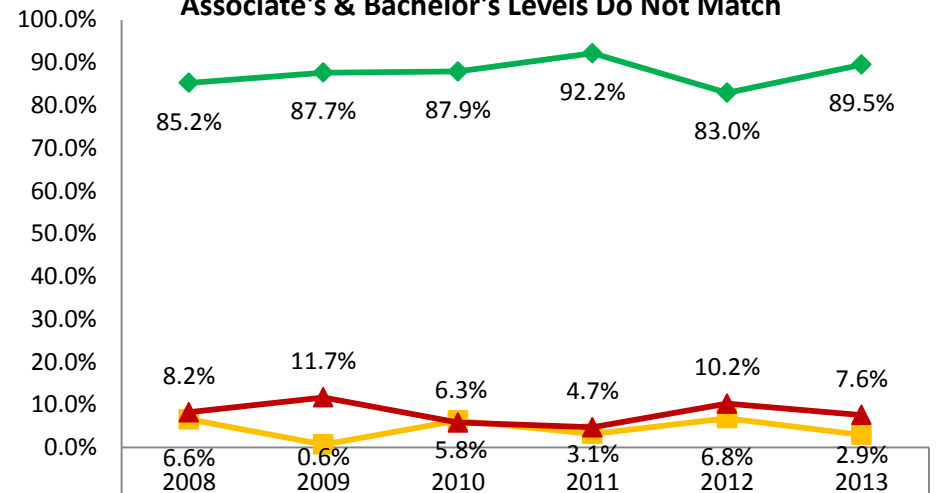


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

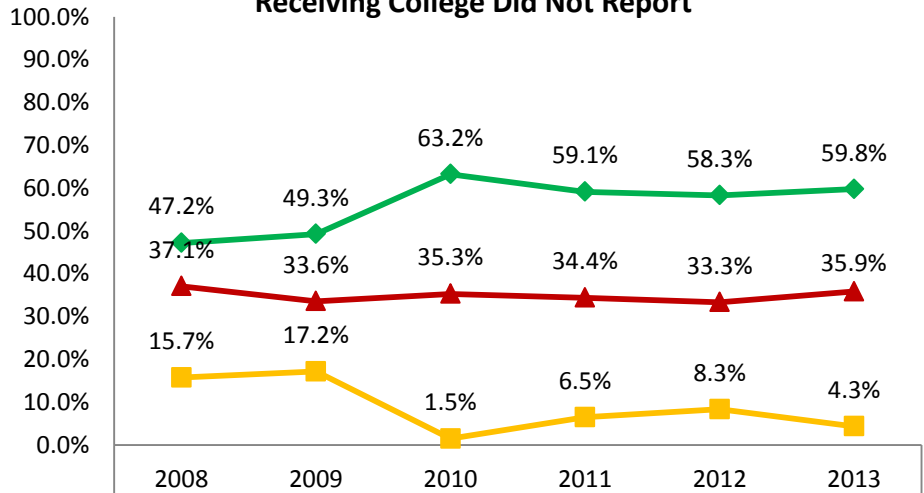
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



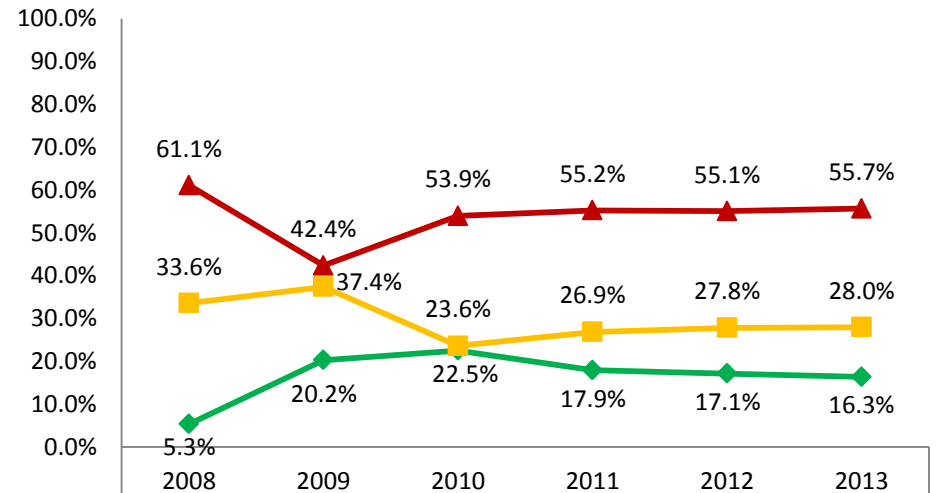
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

**Appeal Process**

A student who wishes to appeal a decision regarding the acceptance of transfer credits must file a written appeal with the Academic Appeals Board at [academic.appeals@stockton.edu](mailto:academic.appeals@stockton.edu). Such an appeal must be submitted by the student within 30 days of receiving the decision in question. The Academic Appeals Board will provide a decision to the student within 60 days of receipt of the appeal, and this decision is final. For students who appeal under the conditions of the State-Wide Agreement, the relevant community college will be informed of the nature of the appeal and the decision.

Source: <http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=33>



## Rowan University

Founded in 1923 as a normal school, Rowan University (formerly Glassboro State College) is a comprehensive public research university. In July 1992, industrialist Henry Rowan and his wife, Betty, donated \$100 million to the institution. Later that year, the school changed its name to Rowan College of New Jersey. The college achieved university status in 1997 and changed its name to Rowan University. It is located in Glassboro in Gloucester County.

Rowan University offers 63 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 10,951 students: 9,348 full-time and 1,603 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 75.0% White; 8.4% Black; 8.8% Hispanic; 3.2% Asian; 0.7% Nonresident Alien; and 3.8% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total	9,036	9,665	9,847	10,408	10,722	10,951

The table below shows six years of new undergraduate transfer fall enrollment.

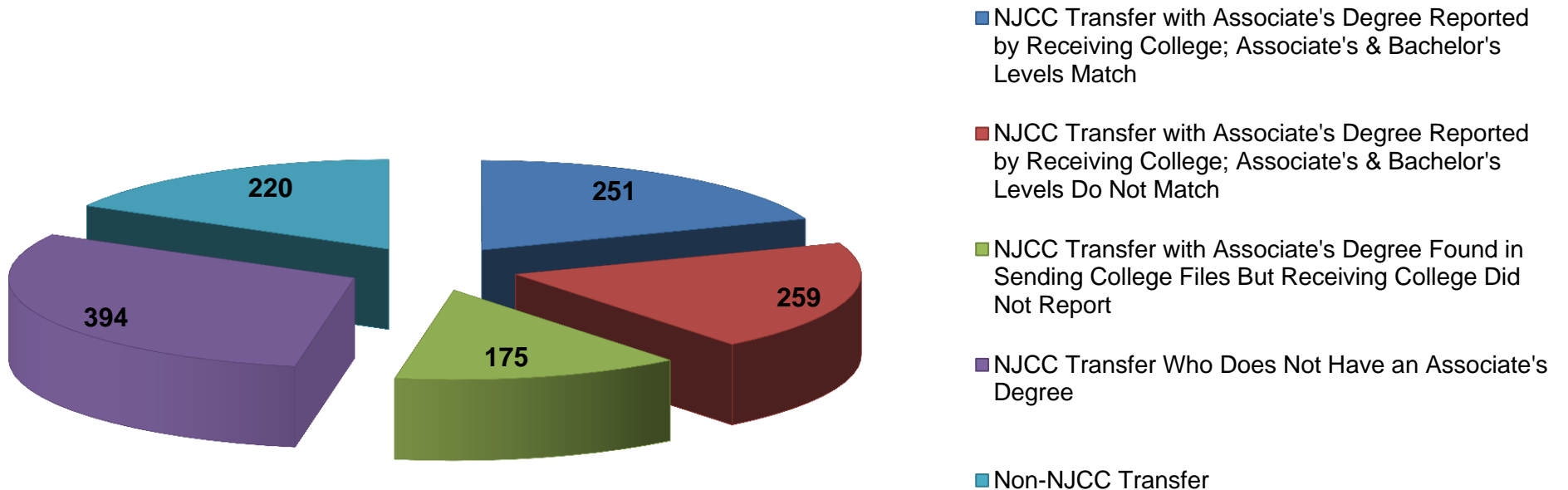
Year	2008	2009	2010	2011	2012	2013
Transfer Total	942 <sup>†</sup>	1,032	1,128	1,238	1,200	1,299

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

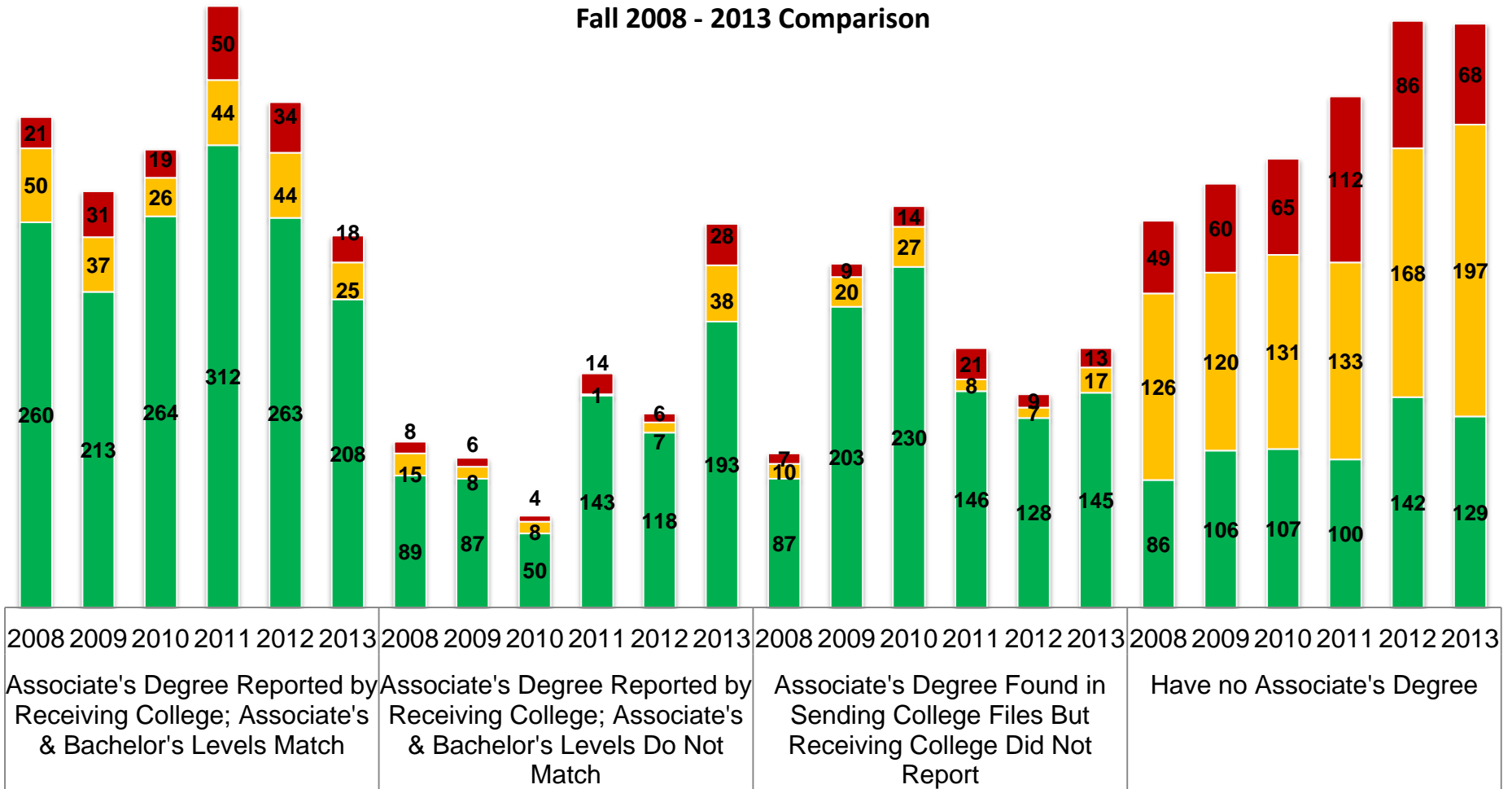
<sup>†</sup> For this institution, the date the fall enrollment file was created differs from the date the new transfer file was created. This timing issue creates the number discrepancy between the total transfers in 2008 shown here and the total of numbers shown on the pie chart.

## New Transfer Students Received by Rowan University in Fall 2013



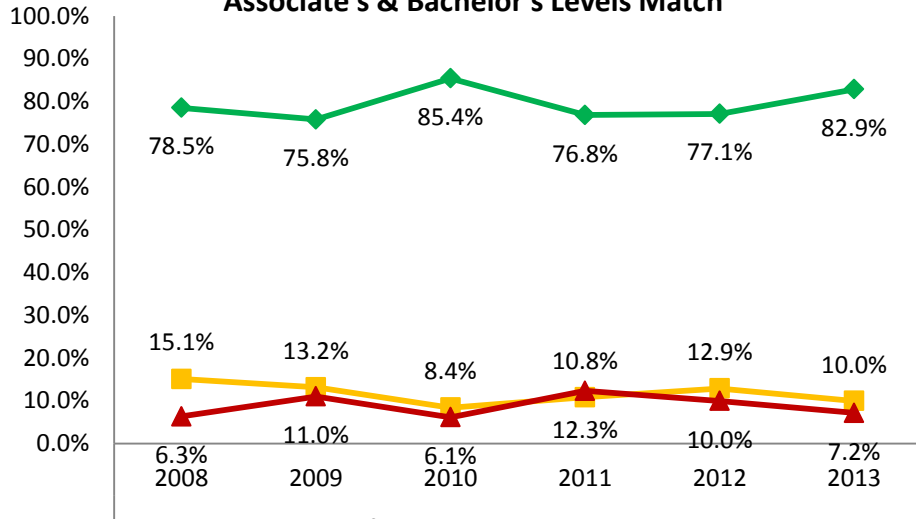
# New Transfer Students Received from NJCCs by Rowan University

## Fall 2008 - 2013 Comparison

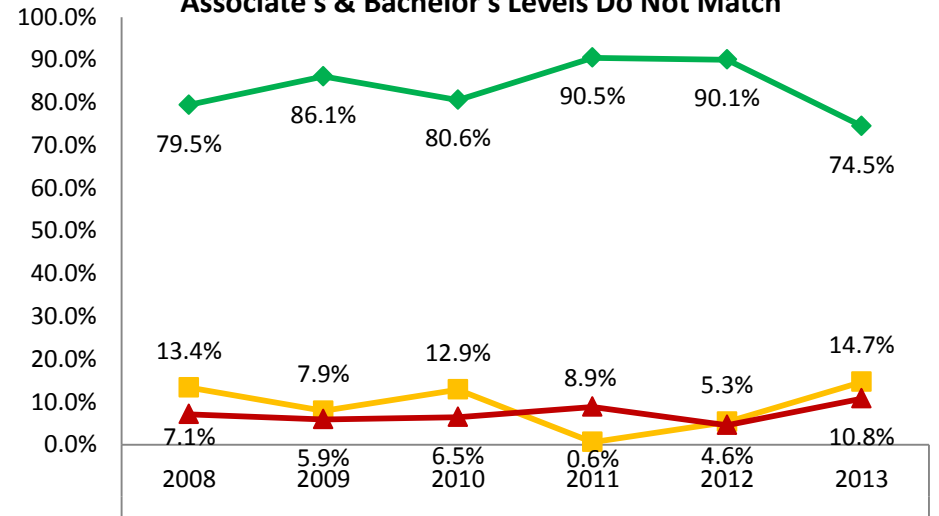


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

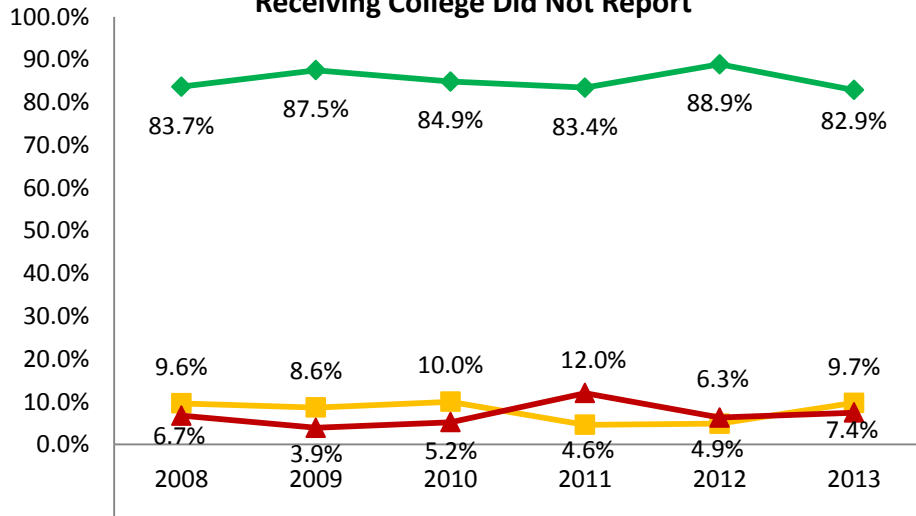
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



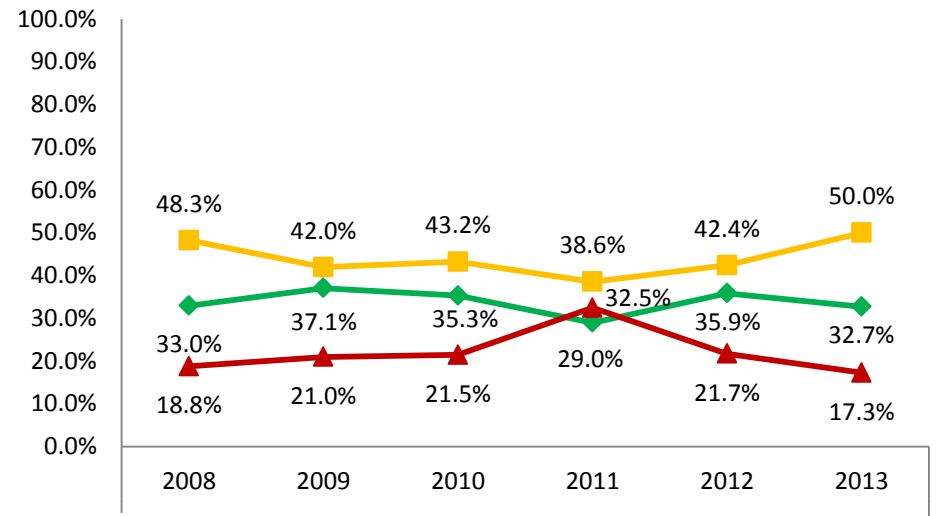
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC



## **Rowan University Internal Appeals Process for the NJ Statewide Transfer Agreement**

Students who transfer credits to Rowan from another regionally accredited higher education institution will receive a transfer credit evaluation from the Office of the Registrar. Students should consult with their academic advisors regarding their transfer credit evaluation upon their matriculation at Rowan.

If students believe that their transfer credit has not been evaluated in a manner consistent with the NJ Statewide Transfer Agreement or otherwise disagree with their transfer credit evaluation, they may appeal to the office of the Assistant Vice President for Student Retention in the Division of Strategic Enrollment Management. Appeals that cannot be resolved via a fact finding review will be referred as necessary to the Office of Academic Affairs for review by the Provost (or designee) and consultation with the appropriate Department Chair and/or Dean. The decision of the Provost (or designee) shall be considered final.

Students should submit their appeal as soon as a perceived discrepancy arises. The appeal should specify the student's name, Banner ID, the course in question, and the rationale for the appeal. The appeal should be sent via email to [creditappeal@rowan.edu](mailto:creditappeal@rowan.edu) for initial review.

All decisions will be communicated to the student via the student's Rowan University email address.

Updated March 2014

## **Rutgers, The State University of New Jersey**

Founded in 1766 as Queens College, Rutgers, The State University of New Jersey is a comprehensive public research university. Rutgers grew to become the land-grant college of New Jersey in 1864 and to assume full university status in 1924. The University of Newark merged with Rutgers in 1946, and the College of South Jersey in Camden joined in 1950. Its main campus is located in New Brunswick in Middlesex County. It has two additional major campus locations in Camden and Newark.\*

Undergraduate enrollment for all campuses in Fall 2013 was 44,957 students: 41,389 full-time and 3,568 part-time.

The racial composition of the undergraduate population in Fall 2012<sup>†</sup> was 44.4% White; 10.3% Black; 13.5% Hispanic; 22.9% Asian; 2.9% Nonresident Alien; and 6.0% Other.

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\* Each of the three campuses is presented separately.

<sup>†</sup> IPEDS Race Data is not finalized for Fall 2013 Enrollment

## Rutgers University – Camden Campus

Rutgers University - Camden Campus offers 42 bachelor’s degree programs.

Undergraduate enrollment in Fall 2013 was 4,777 students: 3,933 full-time and 844 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 58.0% White; 16.7% Black; 10.5% Hispanic; 8.0% Asian; 1.0% Nonresident Alien; and 5.8% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total						
Rutgers-Camden	3,870	4,121	4,497	4,653	4,708	4,777

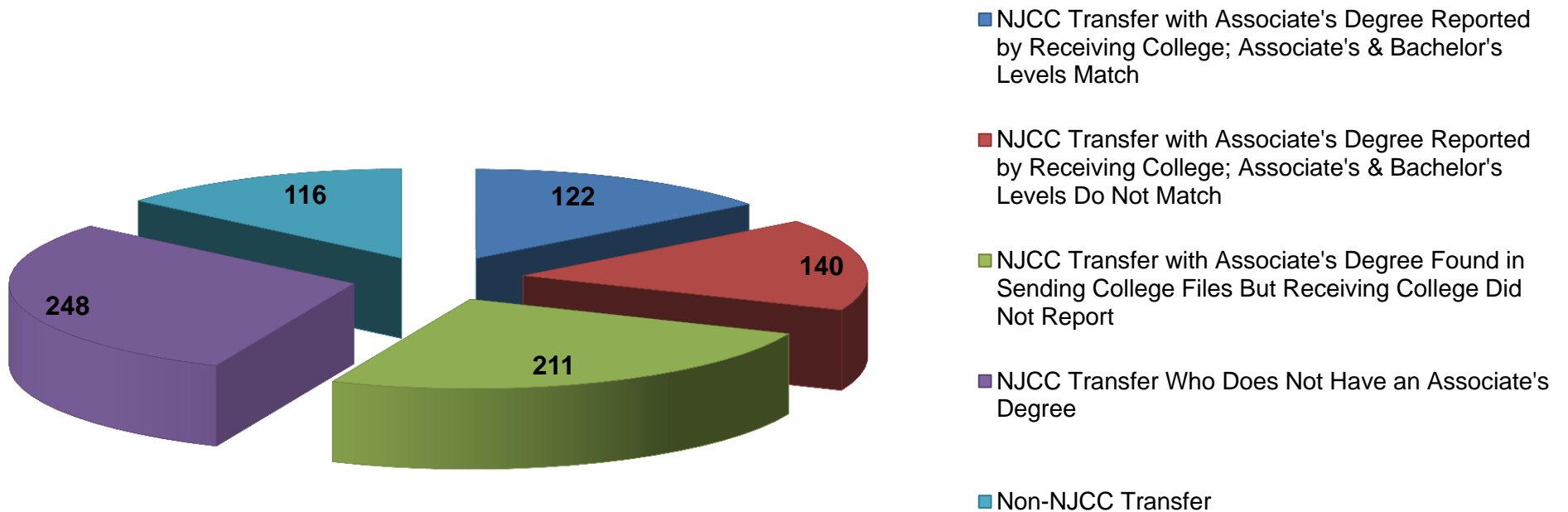
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total						
Rutgers-Camden	719	702	788	808	839	837

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

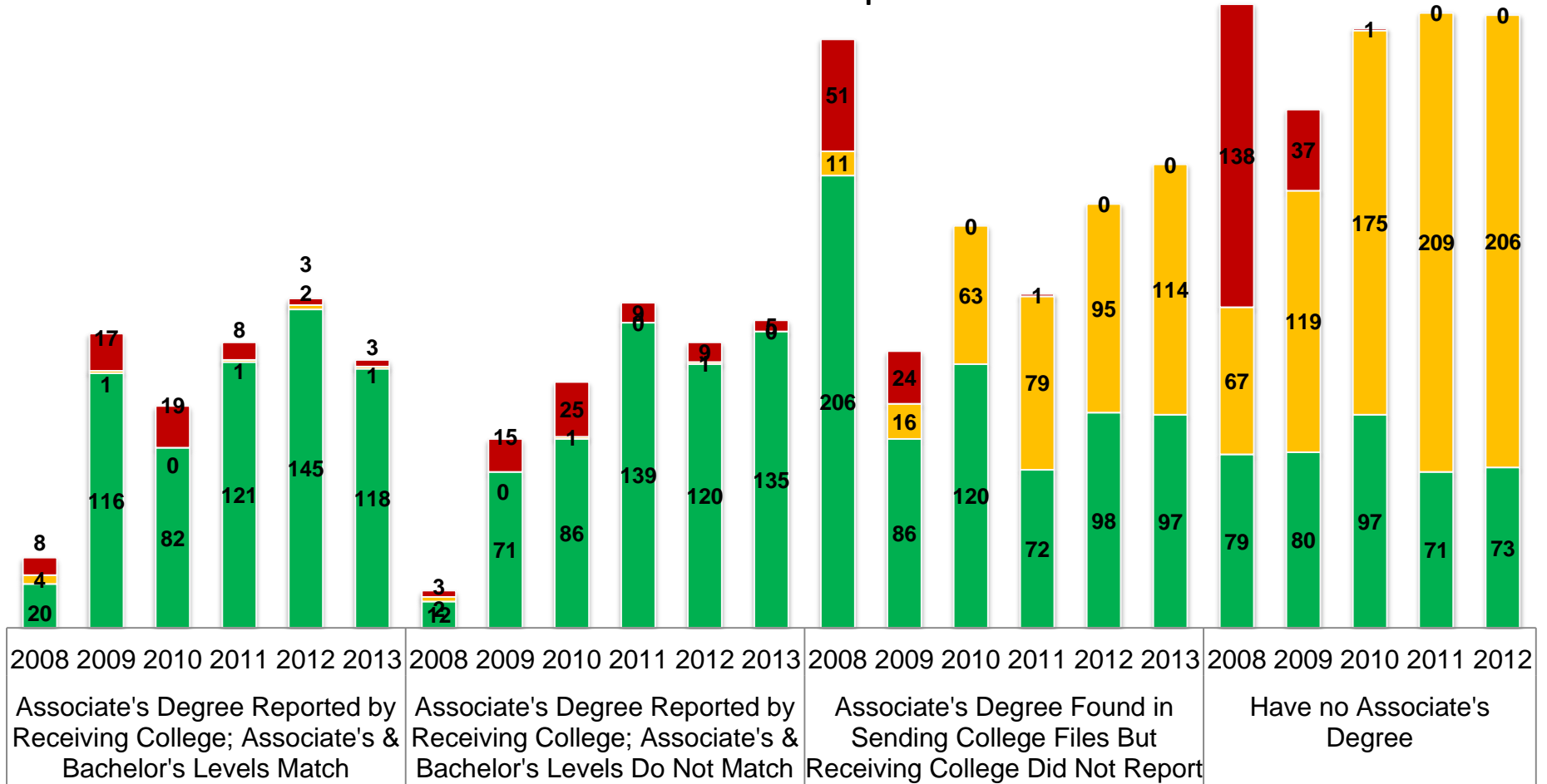
## New Transfer Students Received by Rutgers University - Camden Campus in Fall 2013





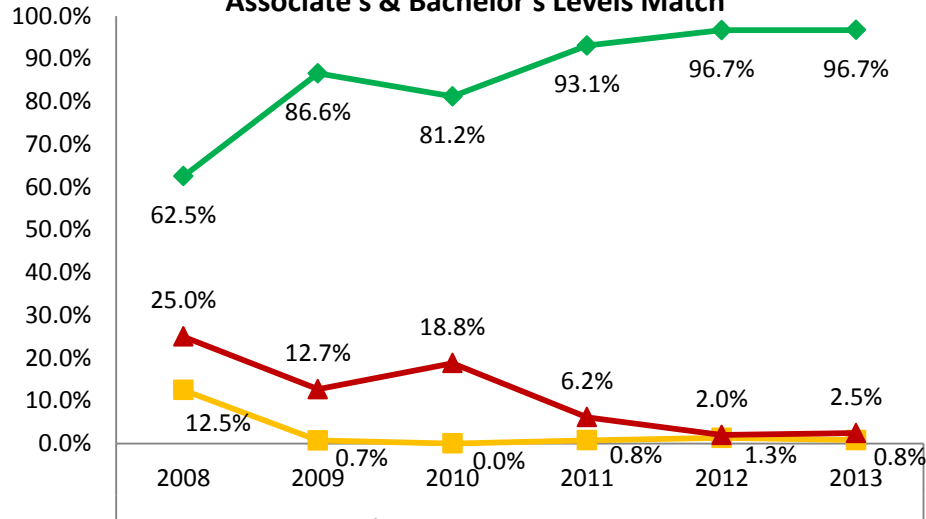
# New Transfer Students Recieved from NJCCs by Rutgers University - Camden Campus

Fall 2008 to 2013 Comparison

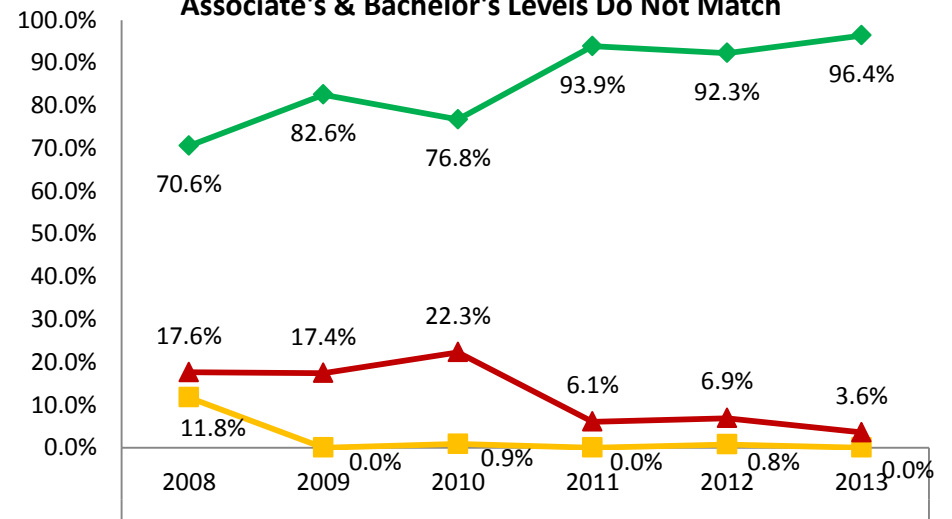


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

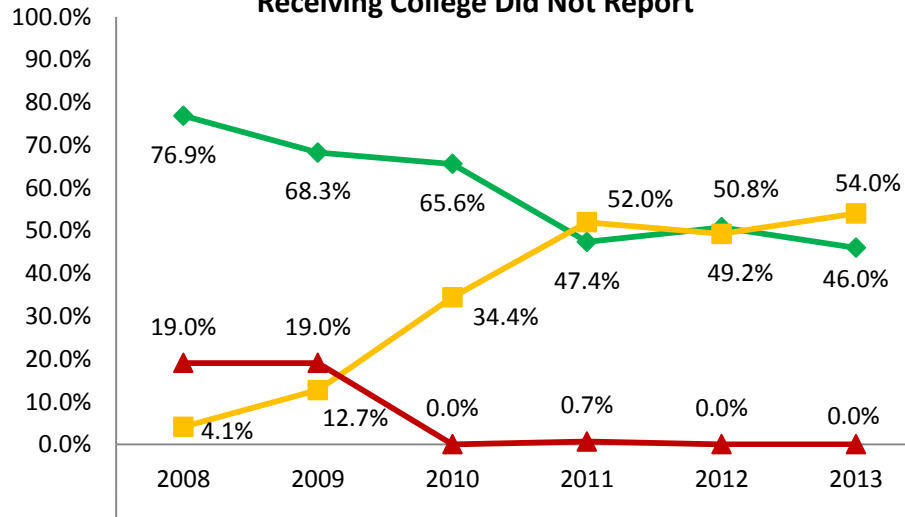
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



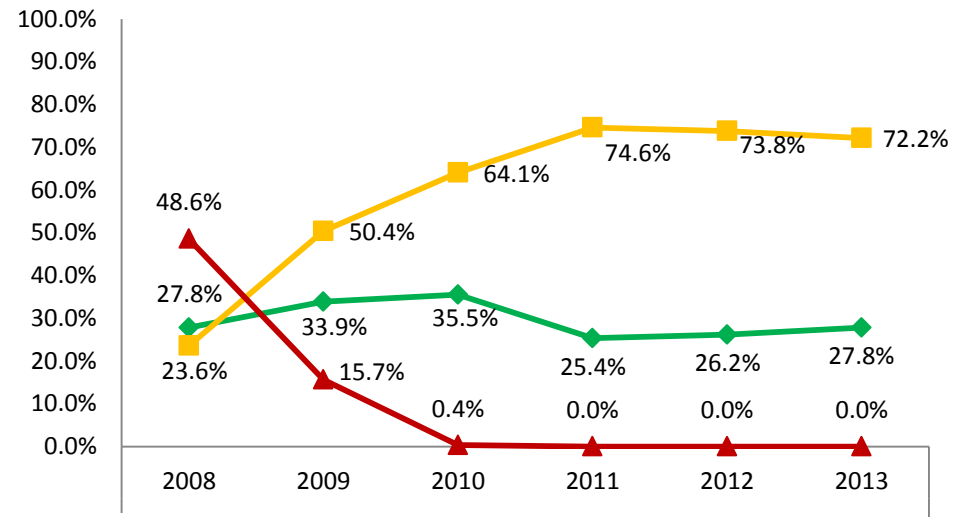
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

## Rutgers University - New Brunswick Campus

Rutgers University - New Brunswick Campus offers 108 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 33,432 students: 31,632 full-time and 1,800 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 46.7% White; 7.5% Black; 11.8% Hispanic; 25.3% Asian; 3.2% Nonresident Alien; and 5.5% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total						
Rutgers-New Brunswick	26,031	29,095	30,351	31,268	31,593	33,432

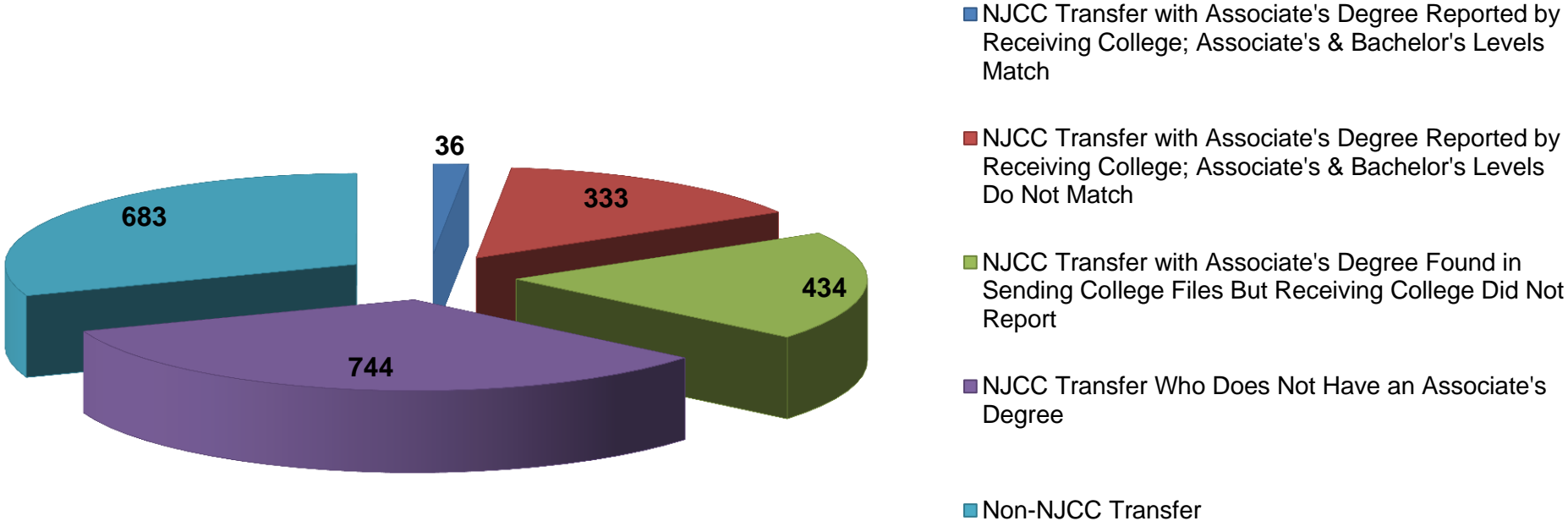
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2012
Transfer Total						
Rutgers-New Brunswick	1, 694	1, 909	1,936	2,117	2,089	2,230

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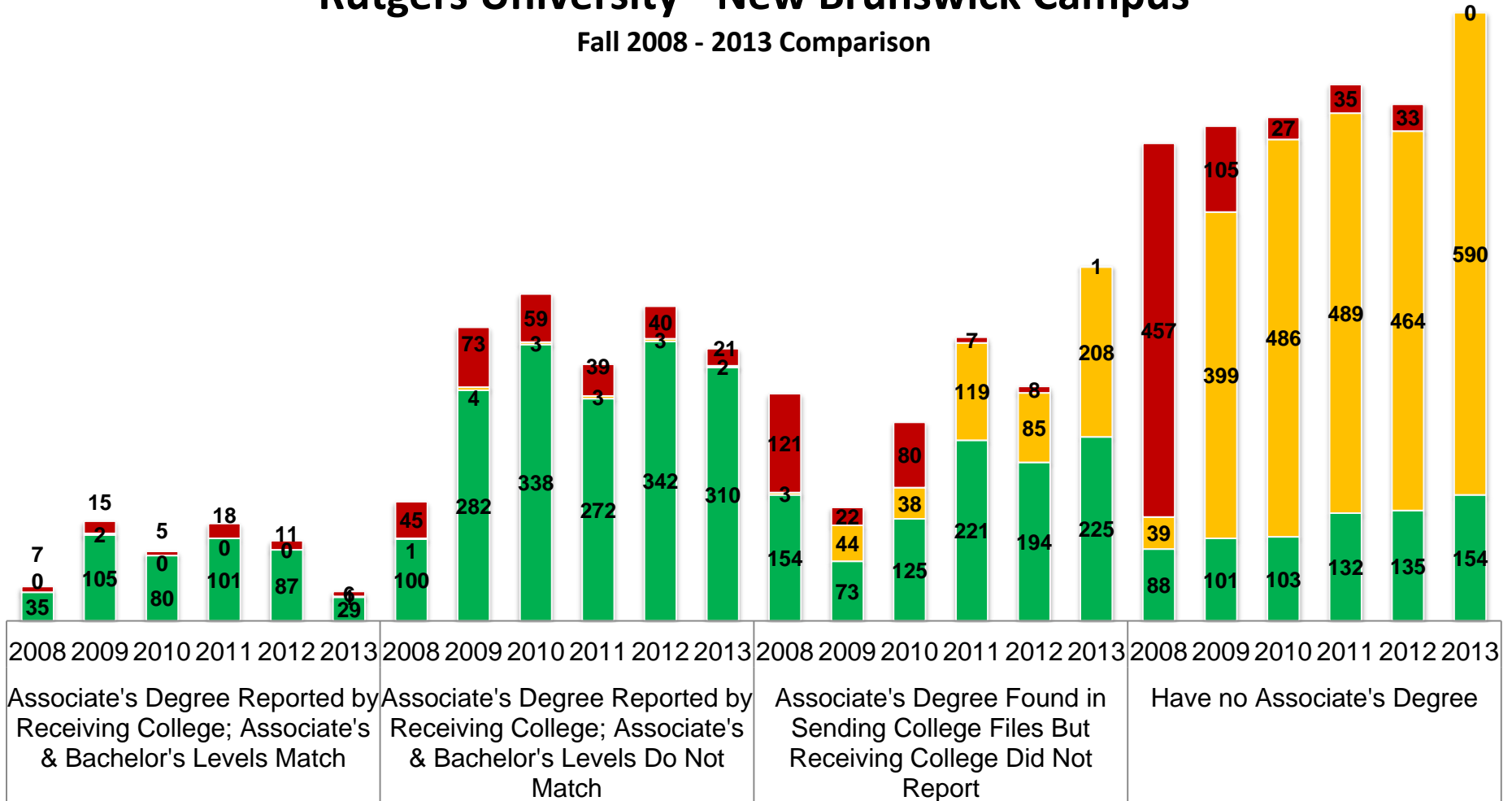
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

# New Transfer Students Received by Rutgers University - New Brunswick Campus in Fall 2013



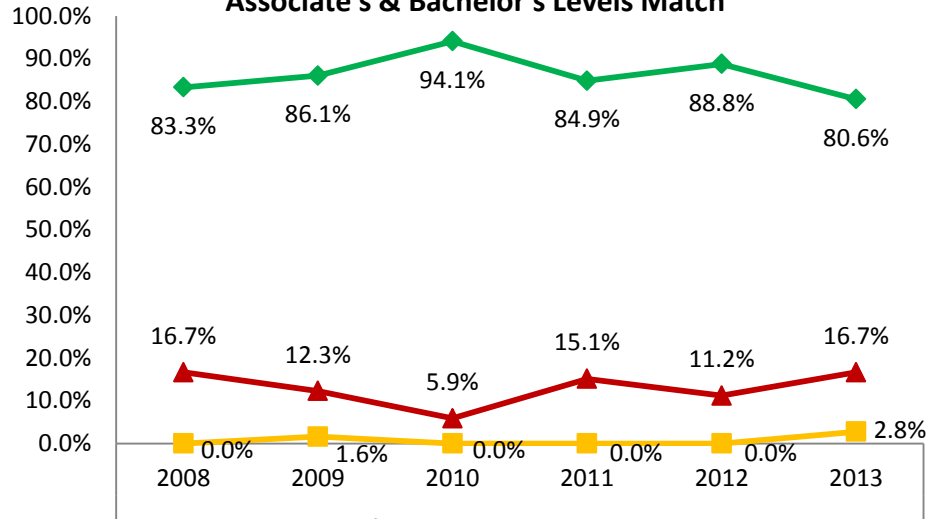
# New Transfer Students Received from NJCCs by Rutgers University - New Brunswick Campus

Fall 2008 - 2013 Comparison

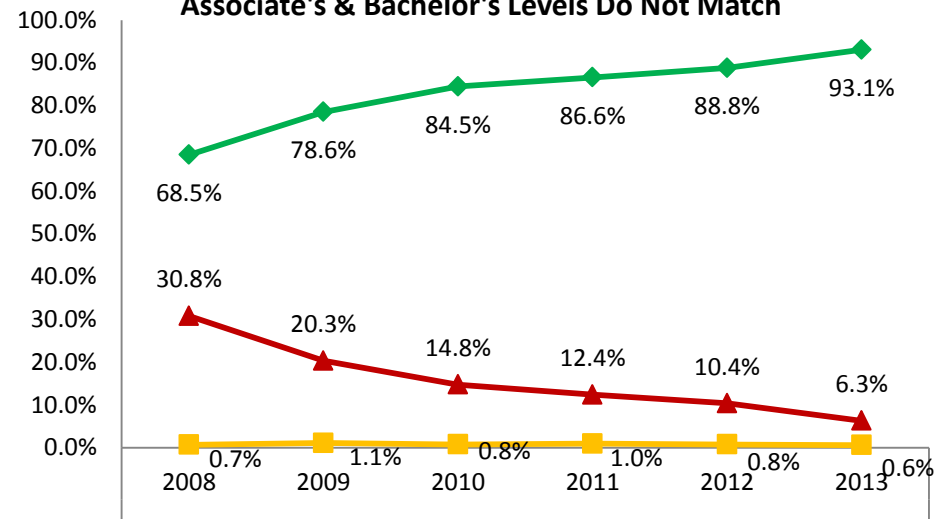


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

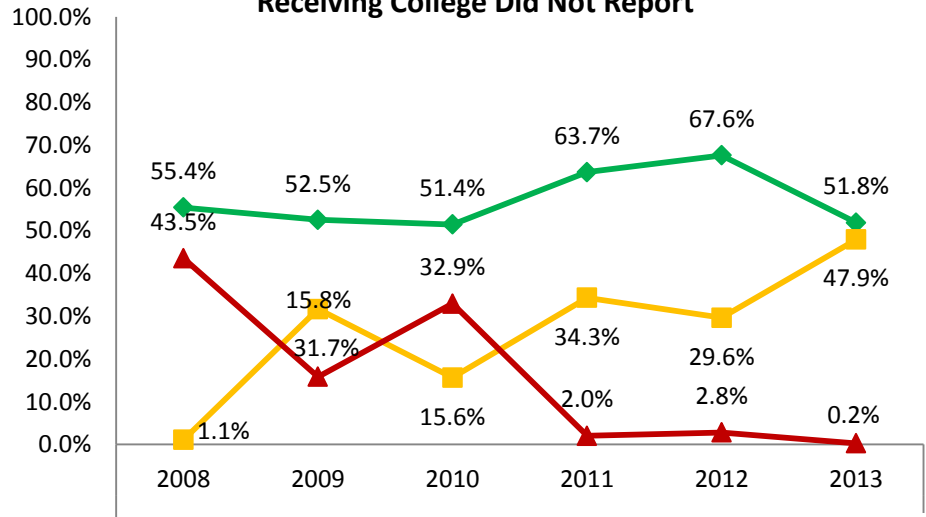
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



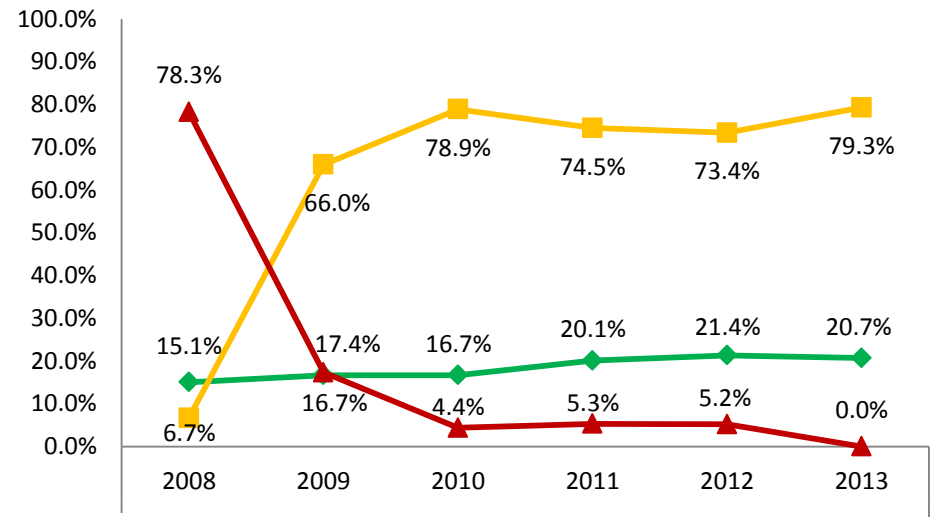
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

## Rutgers University - Newark Campus

Rutgers University - Newark Campus offers 61 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 6,748 students: 5,824 full-time and 924 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 26.7% White; 17.6% Black; 21.9% Hispanic; 22.6% Asian; 2.6% Nonresident Alien; and 8.5% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Undergraduate Total						
Rutgers-Newark	7,001	7,307	7,479	7,465	7,666	6,748

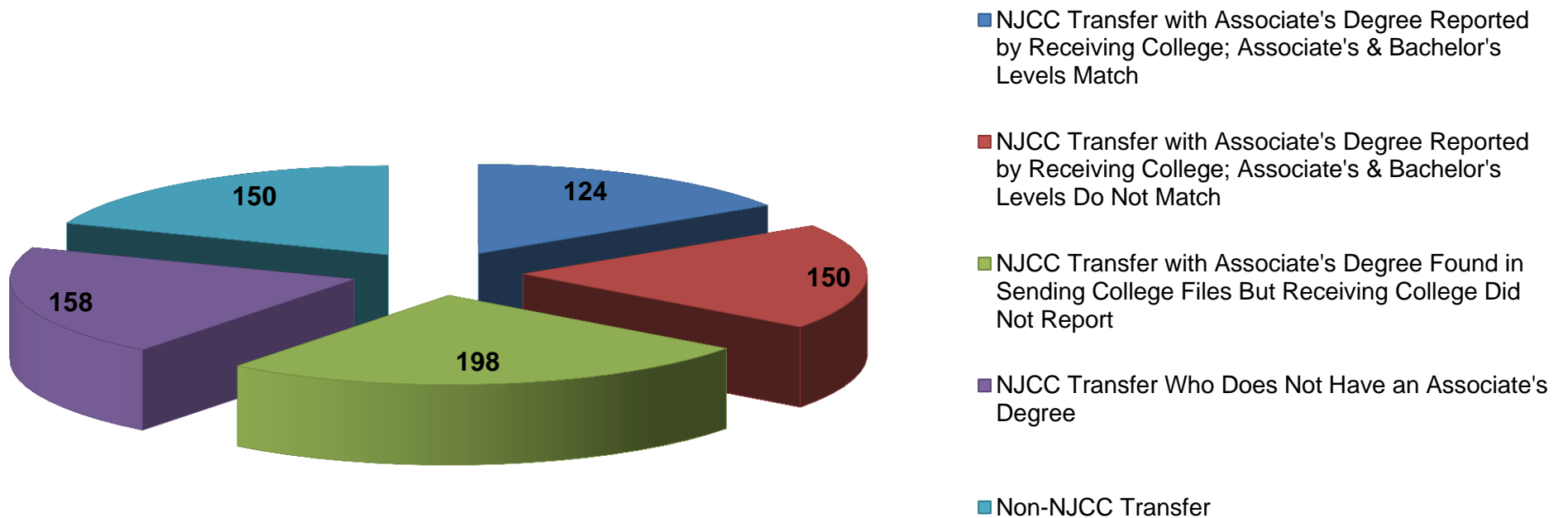
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total						
Rutgers-Newark	763	737	837	860	923	780

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\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

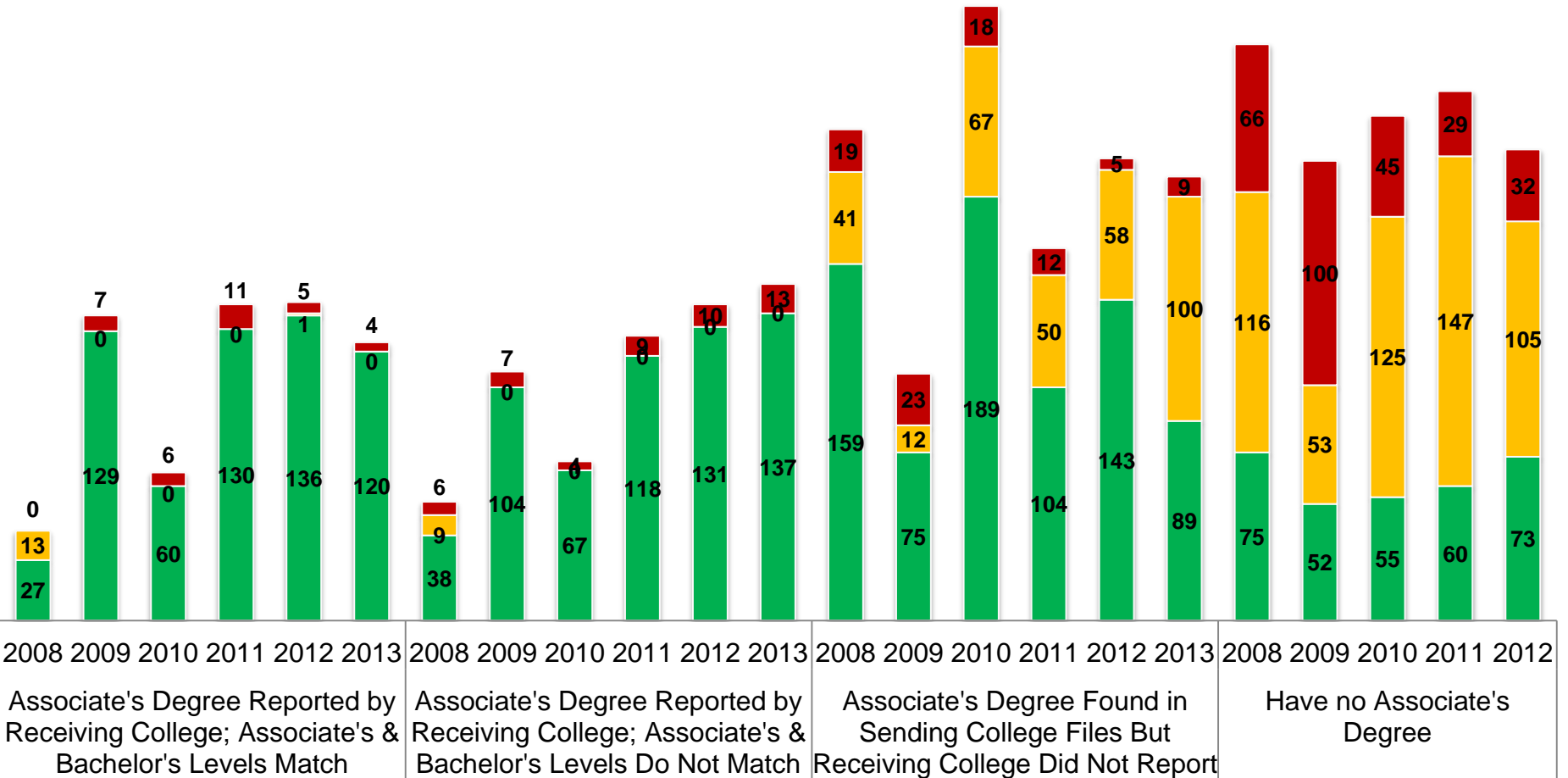
## New Transfer Students Received by Rutgers University - Newark Campus in Fall 2013





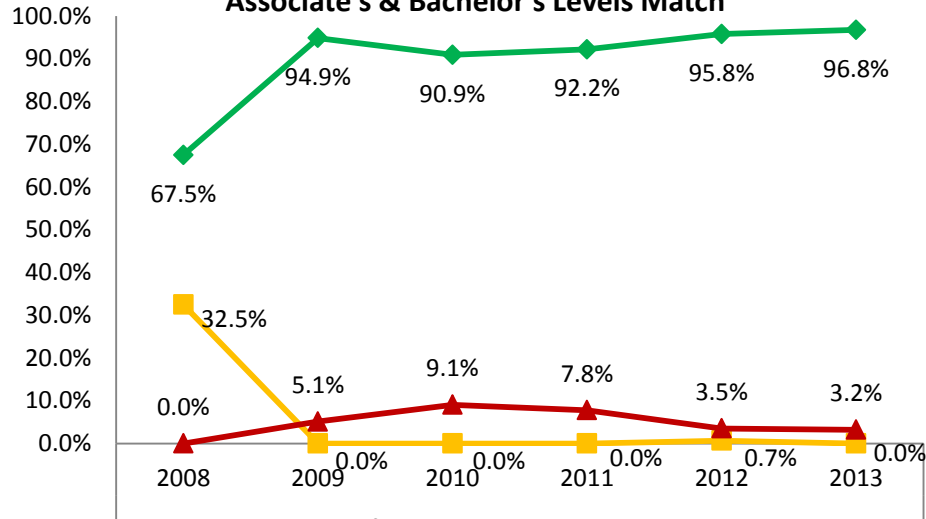
# New Transfer Students Received from NJCCs by Rutgers University - Newark Campus

Fall 2008 to 2013 Comparison

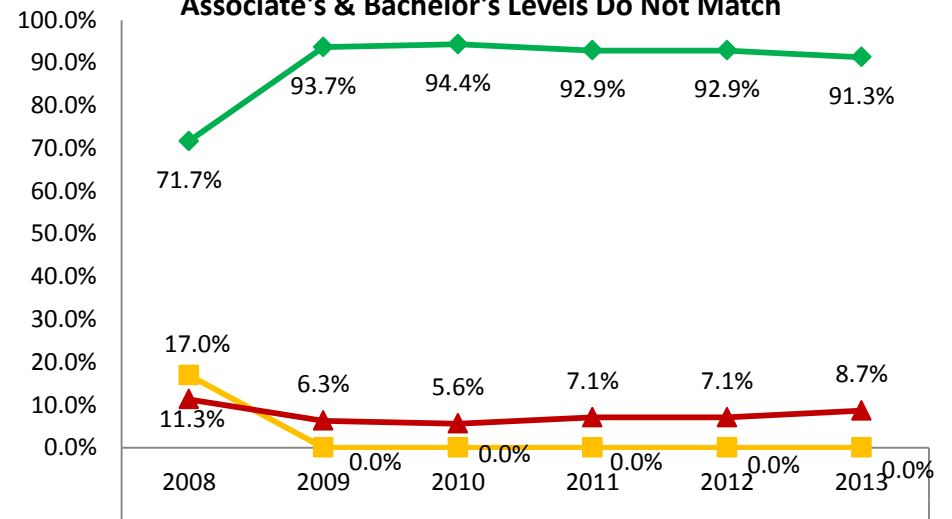


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

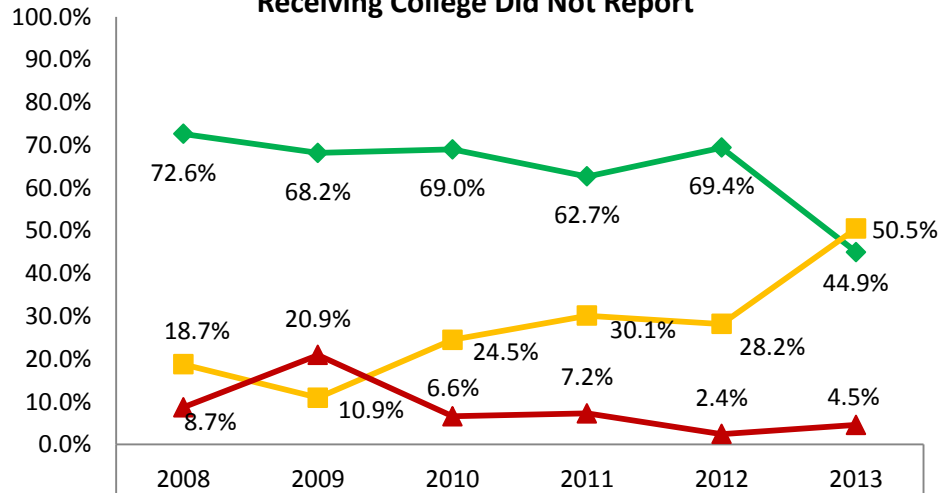
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



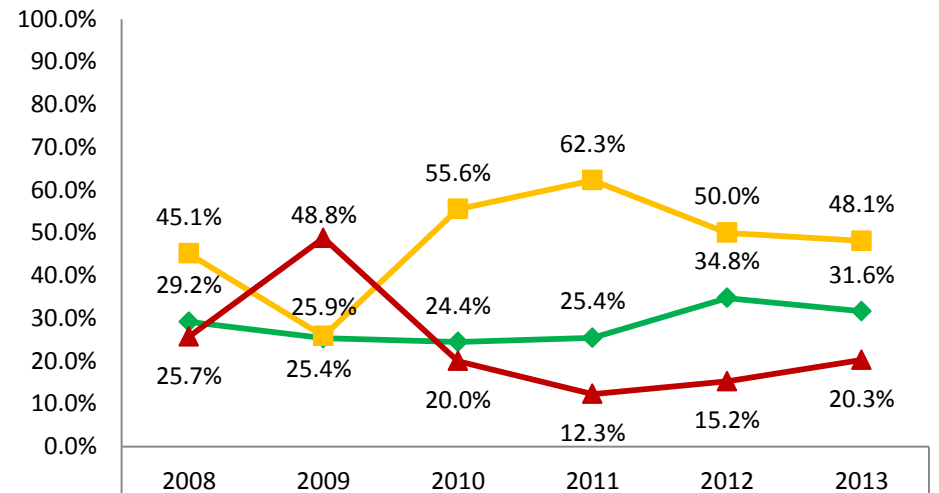
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

## Transfer from New Jersey County or Community Colleges

In the case of students who apply and are admitted directly to SAS after successfully completing an associate degree (A.A. or A.S.) transfer program at any public New Jersey county or community college that conforms with the statewide transfer agreement, credits taken at the community college awarding the degree and required for that degree program are accepted for transfer credit, up to a total of 60 credits. This excludes transfer credits accepted by the community college from other institutions, credits earned by examination, credits in physical education, and courses equivalent to non-credit courses offered by SAS. Credits earned beyond the requirements for the degree program are evaluated for transfer on a course-by-course basis.

Transfer credits from New Jersey county or community colleges for students who did not earn an associate degree conforming with the statewide transfer agreement are considered under the General Transfer policies outlined above.

Credits earned at another college after receiving an associate degree from a New Jersey county or community college are considered under the policy for the general transfer.

- [Transfer Courses - Preapproval Forms, Departmental Evaluations, and FAQs](#)
- [NJ Transfer](#)

## Transfer Evaluation Appeals for Students Transferring from New Jersey Community Colleges

Students who wish to appeal their New Jersey Community College transfer evaluation to the School of Arts and Sciences must do so within 30 days of receiving their Official Transfer Summary Report.

Students should first refer to [njtransfer.org](http://njtransfer.org) to determine the proper evaluation of any given course offered at a New Jersey Community College. If the transfer evaluation and [njtransfer.org](http://njtransfer.org) are in disagreement the student should notify the SAS Transfer Center via email at [transfers@sas.rutgers.edu](mailto:transfers@sas.rutgers.edu). The email should include the student name, RUID, and the specific information detailing the error. All clerical errors will be corrected promptly and the student will be notified by return email within 30 days.

If the student is appealing the nature of the evaluation as correctly stated on [njtransfer.org](http://njtransfer.org), they shall submit a completed copy of the Transfer Course Departmental Evaluation with an attached syllabus of the course in question to the undergraduate director of the specific academic department in which transfer credit is sought. If the department agrees that the evaluation for the course needs to be updated they will notify the SAS Transfer Center. Upon such written notification, [njtransfer.org](http://njtransfer.org) will be updated appropriately and the student record will be adjusted accordingly within 30 days of receipt of notification from the academic department.

- [Transfer Courses - Preapproval Forms, Departmental Evaluations, and FAQs](#)
- [NJ Transfer](#)

Source: <http://sasundergrad.rutgers.edu/academics/academic-credit/transfer-credit-from-institutions-not-a-part-of-rutgers-university>

## Thomas Edison State College

Founded in 1972, Thomas Edison State College is the state college in New Jersey that provides collegiate learning opportunities for self-directed adults. At Thomas Edison State College, students earn credit through a variety of methods, including online courses, guided independent study, examination programs, transferring credits earned from other regionally accredited institutions, earning credit for professional and/or military training, and by demonstrating college-level knowledge acquired outside a traditional classroom. It is located in Trenton in Mercer County.

Thomas Edison State College offers 18 bachelor’s degree programs.

Undergraduate enrollment for Fall 2013 was 19,596 students: 19,420 part-time and 176 full-time.

The racial composition of the undergraduate population in Fall 2012\* was 59.6% White; 15.7% Black; 8.5% Hispanic; 3.6% Asian; 0.9% Nonresident Alien; and 11.8% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009 <sup>†</sup>	2010	2011	2012	2012
Undergraduate Total	16,797	17,319	17,721	19,141	19,406	19,596

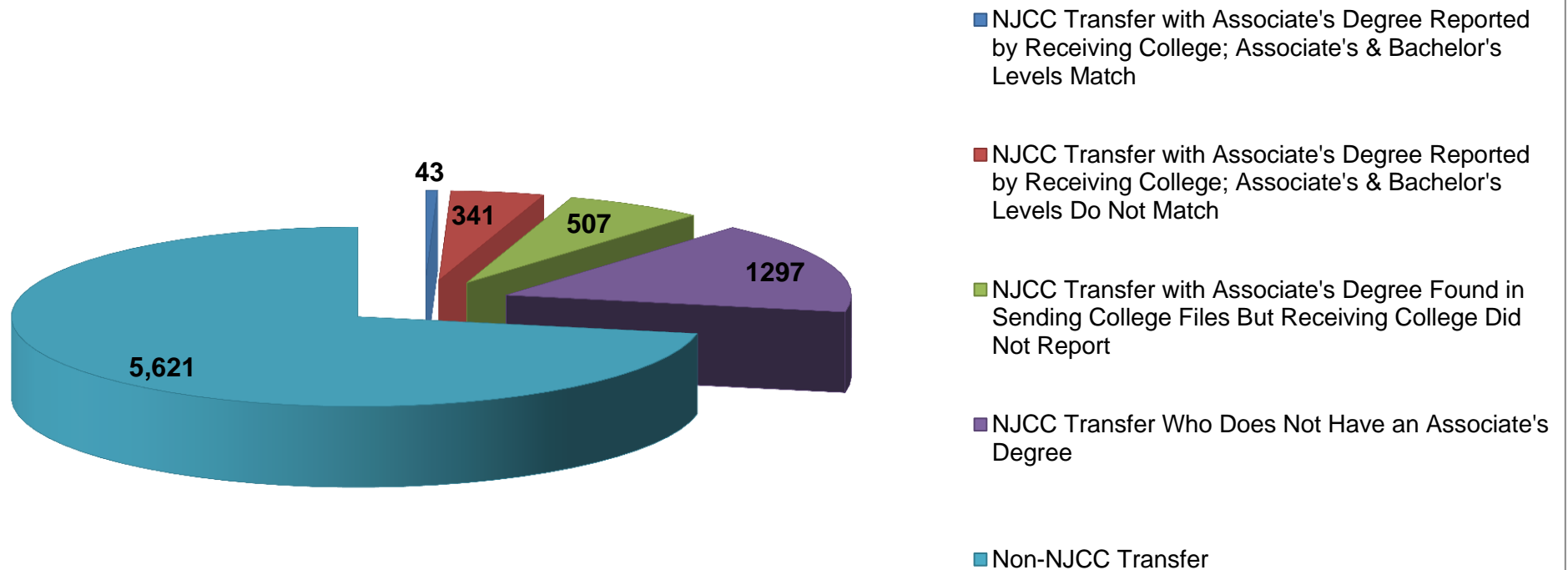
Thomas Edison State College reports 7,846 undergraduate “transfer” students; however, it is important to note that these students are not transfer students in the traditional sense. These students represent students who were “new to the College.” They are included under the “transfer” designation because they usually bring in credit from other institutions to be considered as transfer credit toward their degree at Thomas Edison State College. The institution does not have a transfer application. The focus is on the individual course credits transferred, not the transfer status of the students. The data represent the number of degree credits that were evaluated by the institution for credit; it does not represent the number of credits that were accepted by Thomas Edison State College.<sup>‡</sup>

\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

<sup>†</sup> Thomas Edison State College’s New Transfer Student reporting begins in 2009. The institution was unable to participate in the first year of data collection.

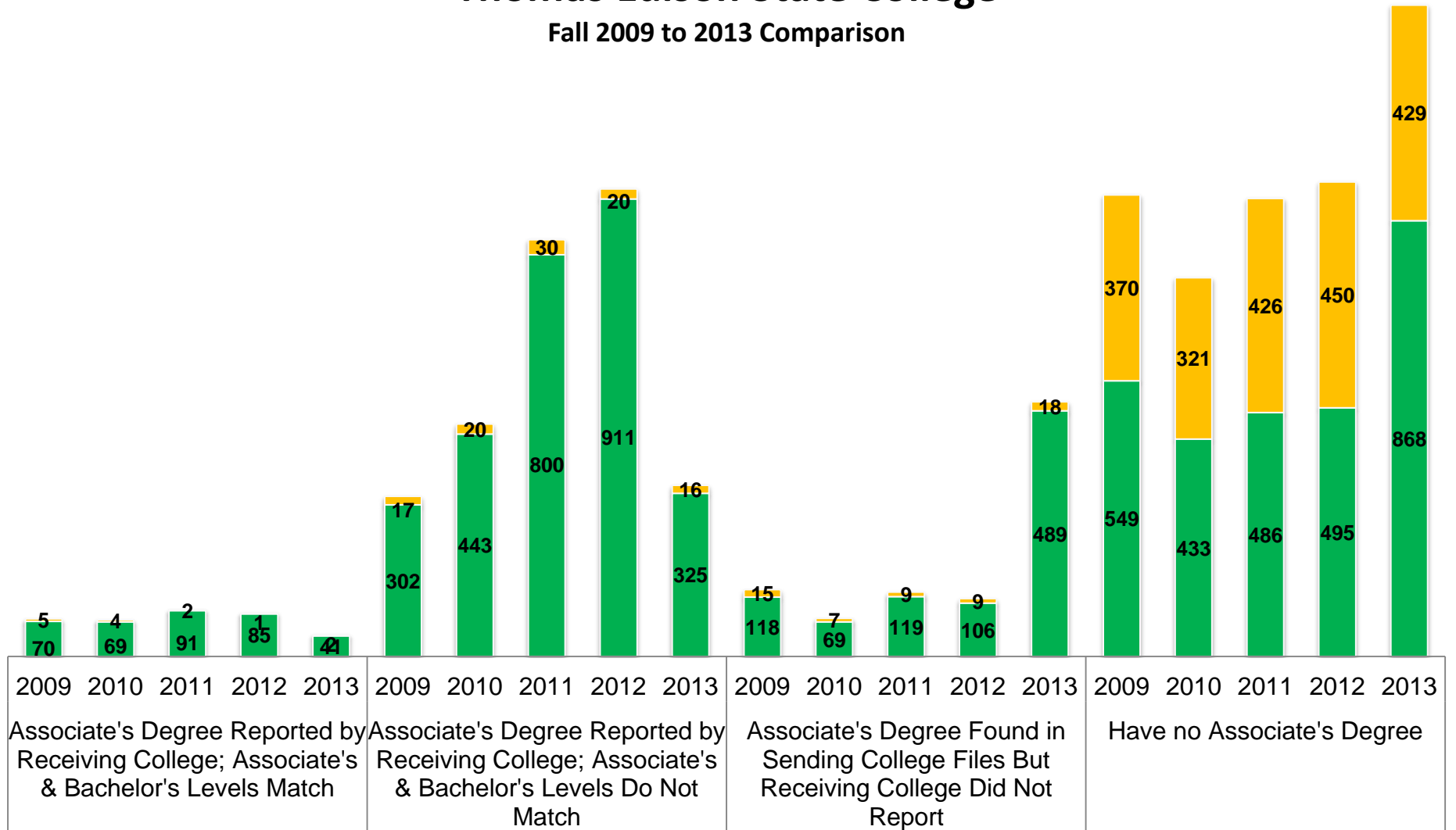
<sup>‡</sup> No new transfer students are reported as receiving less than all of their NJCC credits in the data tables.

## New Transfer Students Received by Thomas Edison State College in Fall 2013



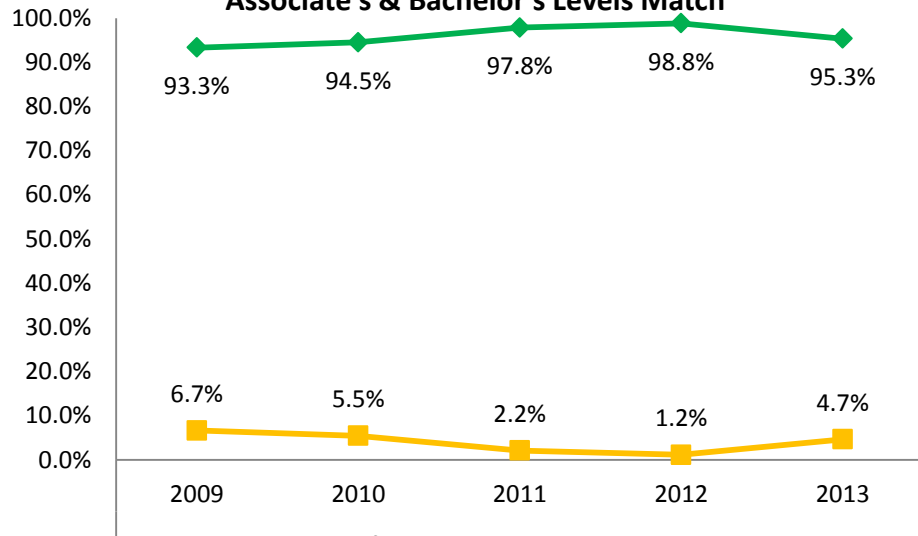
# New Transfer Students Received from NJCCs by Thomas Edison State College

Fall 2009 to 2013 Comparison

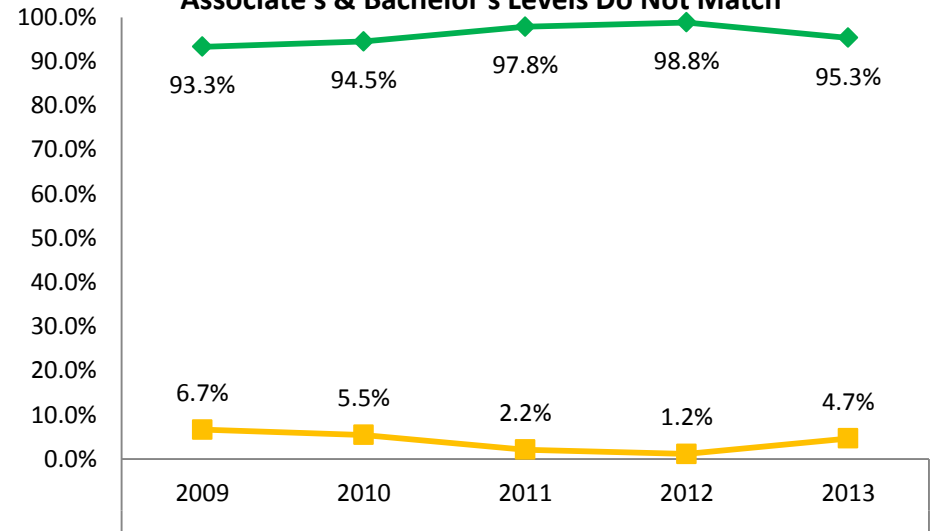


- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

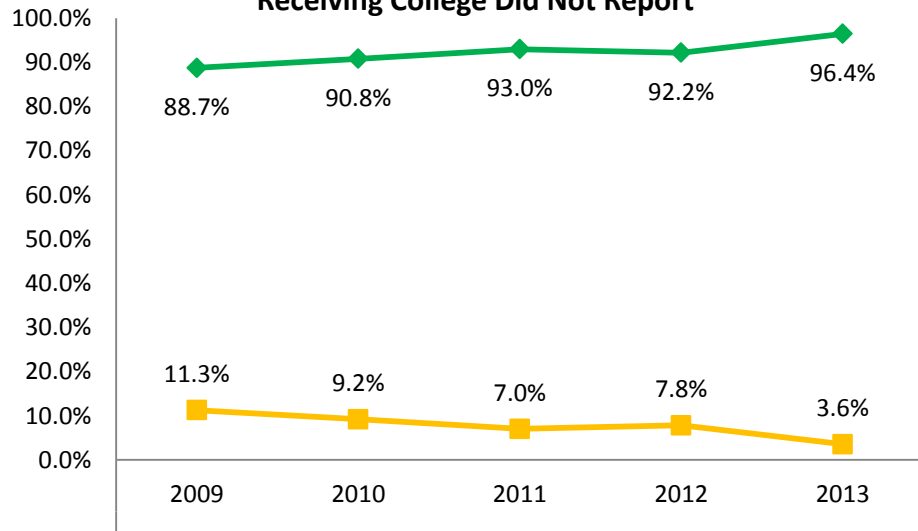
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



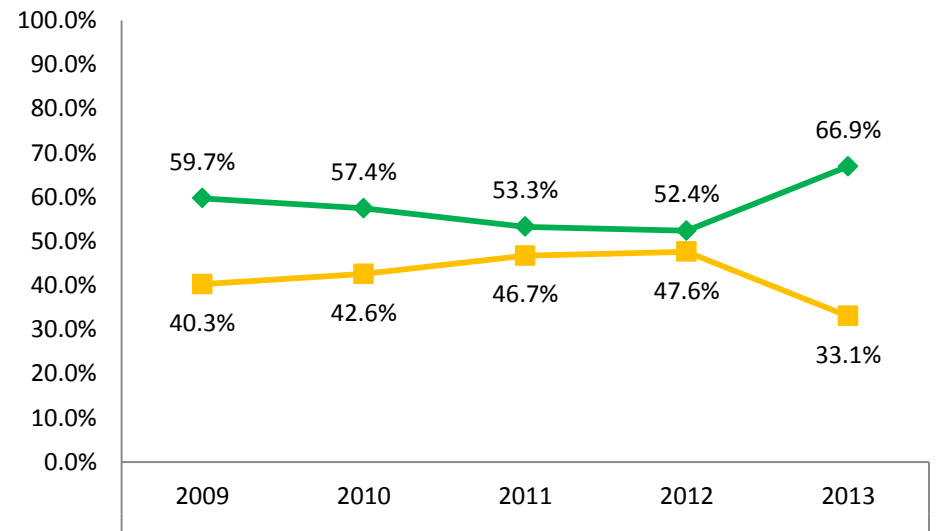
**Associate's Degree Reported by Receiving College;  
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**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



◆ Received half or more of credits needed for Bachelor's degree  
 ■ Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC

## **Procedures and Appeal Guidelines Review Process**

Undergraduate students who disagree with any portion of their transfer credit evaluation should submit a written request for review to the registrar by mail to Office of the Registrar, Thomas Edison State College, 101 W. State St. Trenton, NJ 08008-1176 or by e-mail to [registrar@tesc.edu](mailto:registrar@tesc.edu) .

Students have 30 calendar days from receipt of the academic evaluation to file an appeal. The request for review should include the following information:

- Your full name
- Thomas Edison State College ID number
- Mailing address and phone number
- E-mail address
- Detailed narrative to include supporting rationale and reason for appeal
- Documentation which supports the request. This could include course descriptions, course syllabus, course objectives, learning outcomes, transcripts or other relevant information

Thomas Edison State College's Office of the Registrar will conduct a review of the credit evaluation and respond to the student in writing with a decision.

### ***Formal Appeals***

Undergraduate students not satisfied with the Office of the Registrar's determination or who believe that the decision is not consistent with the Statewide Transfer and Articulation Agreement may appeal in writing to the associate vice president and dean for Learner Services within 30 calendar days of receipt of the decision of the Office of the Registrar. The appeal should contain the same information required for the registrar's review (see above) along with any additional explanations or arguments the student wishes to have considered. The vice provost for Learner Services will refer the matter to either the Student Appeals or appropriate Academic Appeals Committee. The committee will meet to consider the appeal within 30 calendar days of receipt.

The committee may affirm, reject, modify or adjust the transfer credit evaluation as they deem appropriate. The committee will inform the student, in writing, of its decision. The chairperson of the committee shall also inform the vice president and provost of its decision. The decision of the committee is final and may not be appealed within the institution.

Source: <http://www.tesc.edu/academics/catalog/Procedures-and-Appeal-Guidelines.cfm>



## William Paterson University

Founded in 1855, William Paterson University began as a normal school. It is now a comprehensive institution with programs in the liberal arts and sciences, education, business, health professions, communication, and the arts. It is located in Wayne in Passaic County.

William Paterson University offers 55 bachelor's degree programs.

Undergraduate enrollment in Fall 2013 was 10,027 students: 8,271 full-time and 1,756 part-time.

The racial composition of the undergraduate population in Fall 2012\* was 47.9% White; 13.6% Black; 22.1% Hispanic; 6.0% Asian; 0.8% Nonresident Alien; and 9.6% Other.

The table below shows six years of undergraduate fall enrollment.

Year	2008	2009	2010	2011	2012	2012
Undergraduate Total	8,741	9,179	9,838	10,085	10,089	10,027

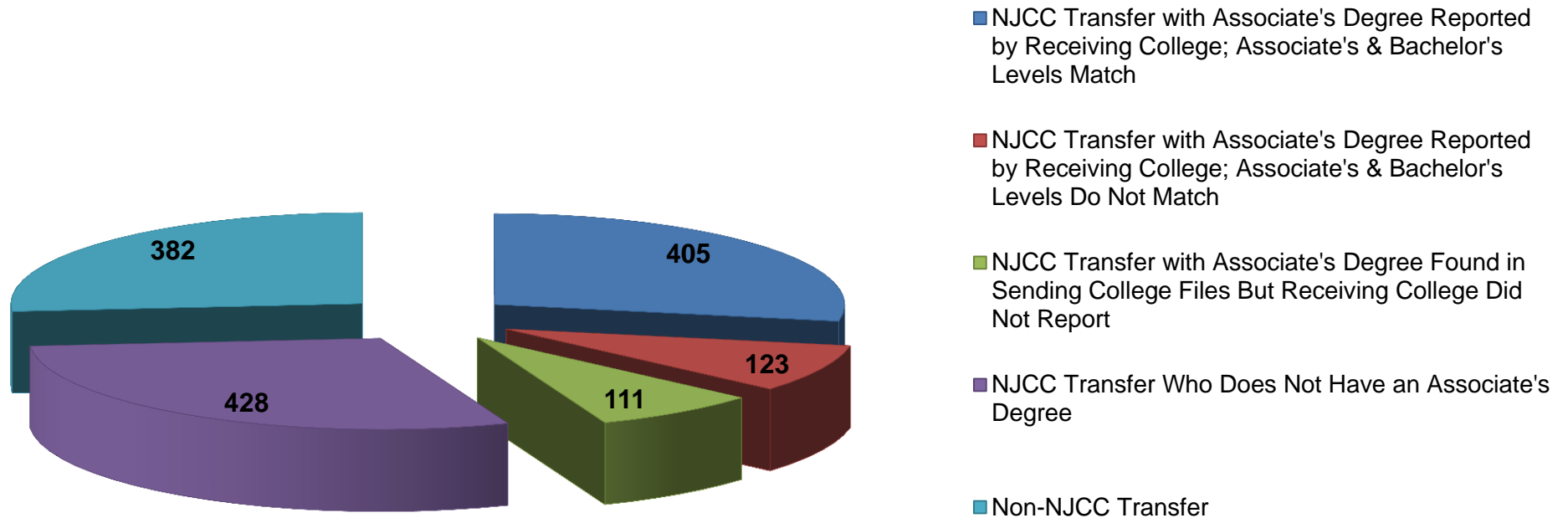
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2008	2009	2010	2011	2012	2013
Transfer Total	863	1,030	1,273	1,391	1,445	1,449

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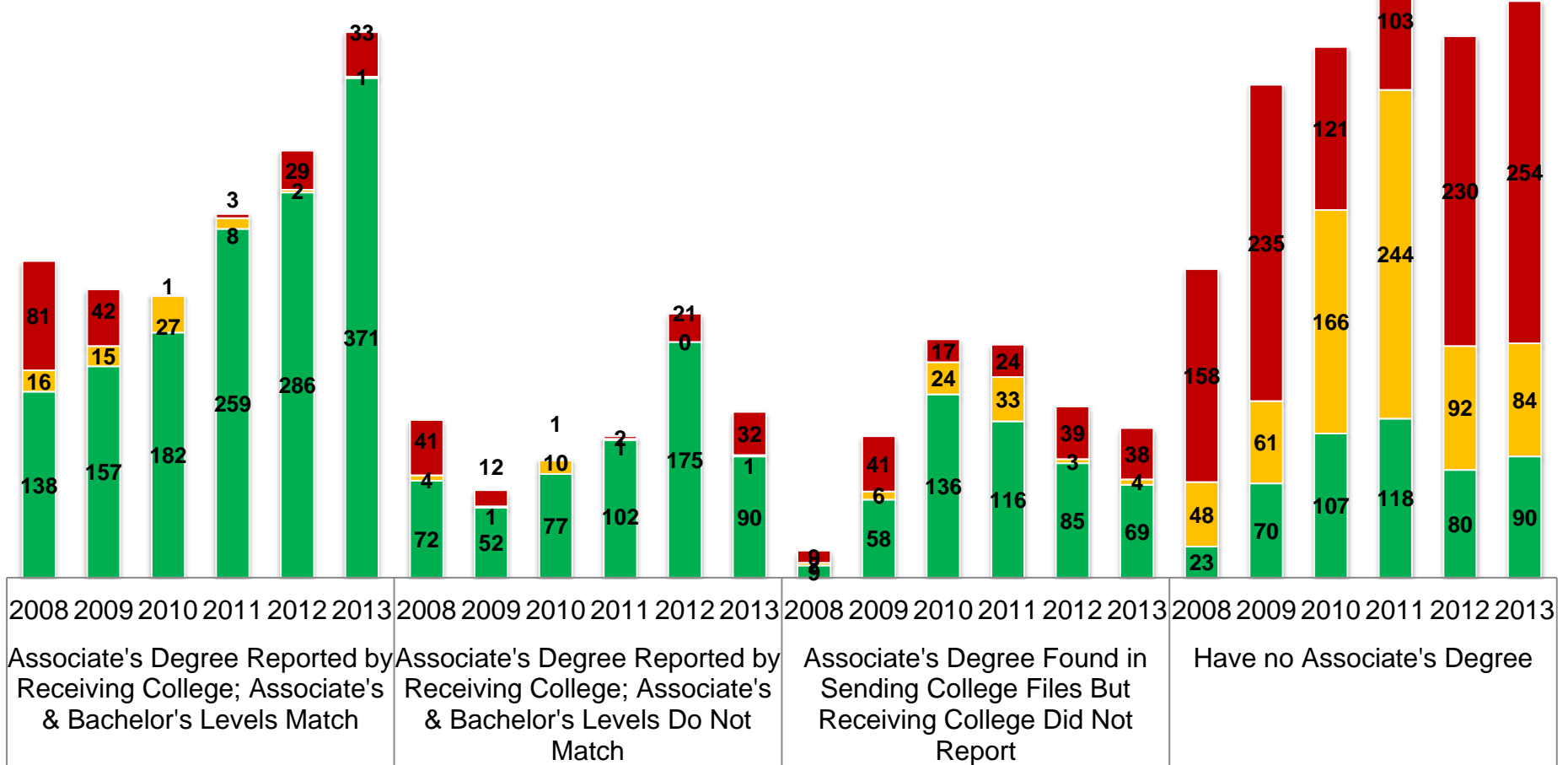
\* IPEDS Race Data is not finalized for Fall 2013 Enrollment

## New Transfer Students Received by William Paterson University in Fall 2013



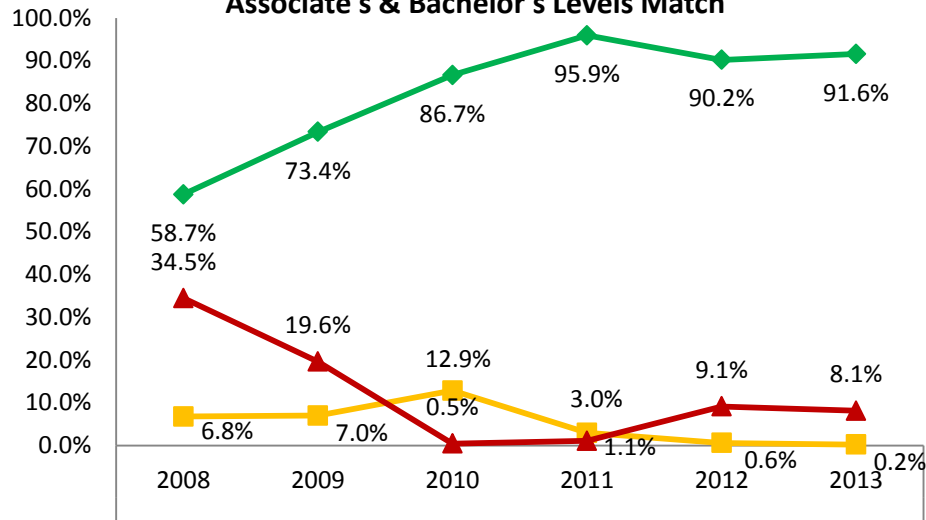
# New Transfer Students Received from NJCCs by William Patterson University

Fall 2008 to 2013 Comparison

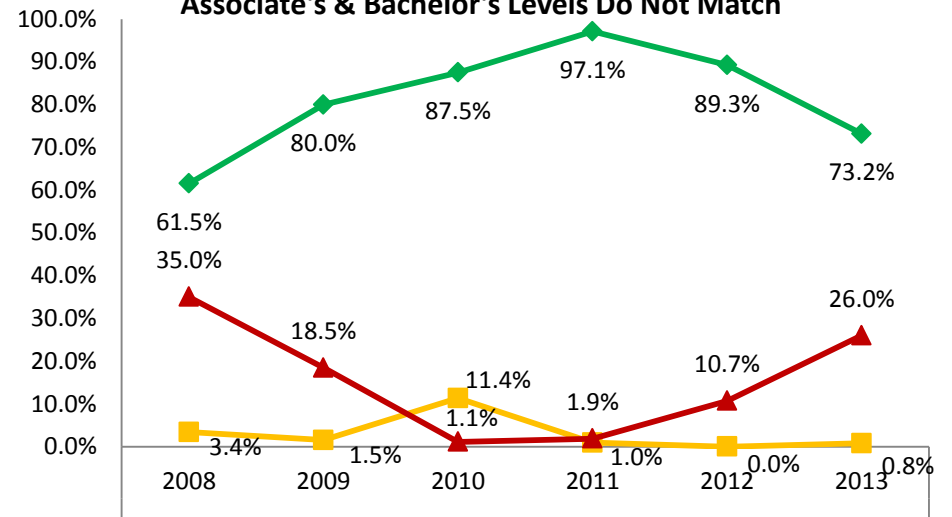


- Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- Received half or more of credits needed for Bachelor's degree

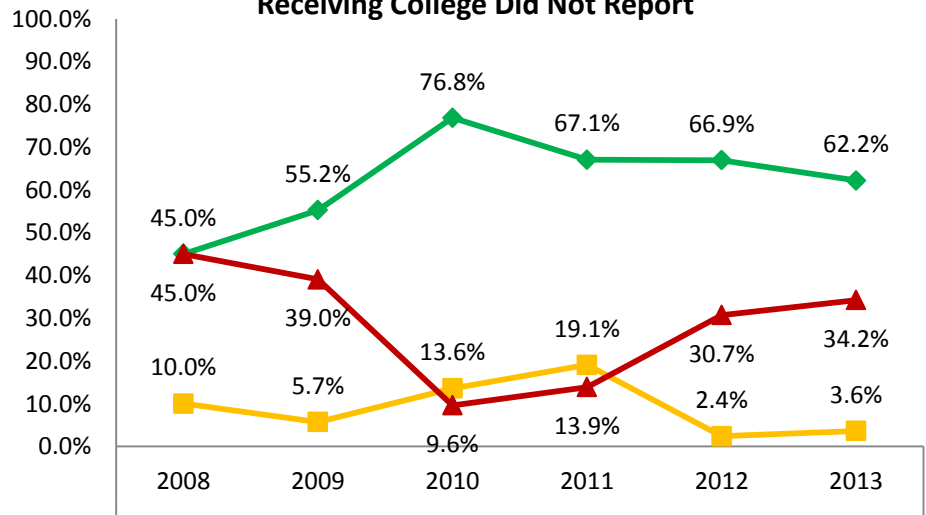
**Associate's Degree Reported by Receiving Institution  
Associate's & Bachelor's Levels Match**



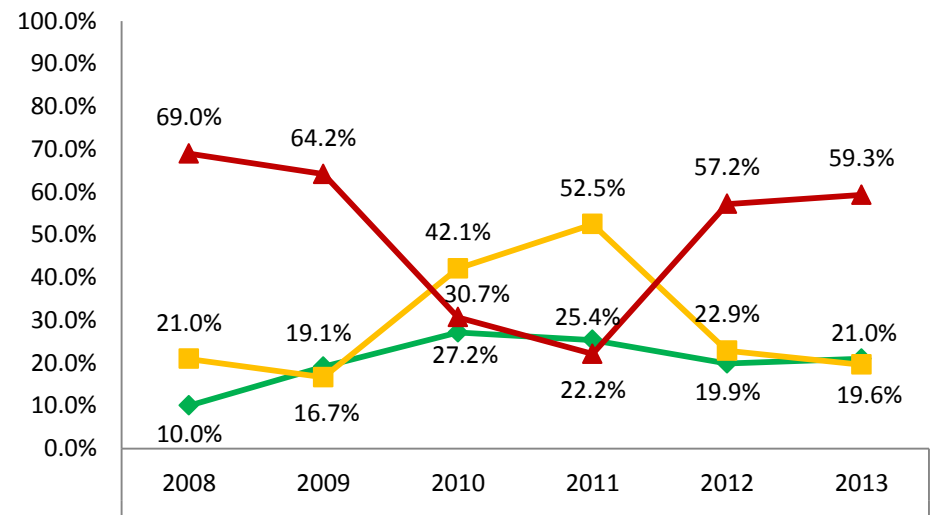
**Associate's Degree Reported by Receiving College;  
Associate's & Bachelor's Levels Do Not Match**



**Associate's Degree Found in Sending College Files But  
Receiving College Did Not Report**



**Have no Associate's Degree**



- ◆ Received half or more of credits needed for Bachelor's degree
- Had less than half of credits needed for Bachelor's, but received all credits accumulated at NJCC
- ▲ Received less than half of credits needed for Bachelor's degree, and did not receive all credits accumulated at NJCC

## Transfer Appeals Process

### **New Jersey Statewide Transfer Agreement Appeals Process**

This process addresses the concern of students holding A.A. or A.S. degrees who feel that they have not received an accurate and complete transfer evaluation under the terms of the New Jersey Statewide Transfer Agreement (<http://www.state.nj.us/highereducation/PDFs/XferAgreementOct08.pdf>). Appeals must be filed within thirty (30) days of the students' receipt of the evaluation. The University will respond to request additional information, if needed, within fifteen (15) business days. Appeals decisions will be communicated to the student's WPUNJ.edu email address within sixty days of posting, whether, additional material has been provided or not.

All appeals must be submitted electronically (by email) to the Transfer Appeal Coordinator at [njtransferappeals@wpunj.edu](mailto:njtransferappeals@wpunj.edu).

The appeal should contain the following information:

Name of student (full name)

WPUNJ.edu e-mail address\*

WPUNJ Student Number (855 number)

Name of Community/County College Attended

Statement of not more than 250 words of the basis of the appeal

(\*Because different students may have the same name, additional identifying features may be used in the address to distinguish between individuals. Be sure to supply your full WPUNJ e-mail address. WPUNJ e-mail is an official means of communication for University business.)

Source: <http://www.wpunj.edu/admissions/undergraduate/transfer-students/transfer-appeals-process.dot>

# **COMPREHENSIVE STATE-WIDE TRANSFER AGREEMENT**

**(Adopted by NJPC – 9/22/08)**

**PURPOSE:** Seamless transition from public associate to public baccalaureate degree programs and supporting the successful acquisition of baccalaureate degrees by transfer students.

## **A. TRANSFER – with an A.A. or A.S. degree**

### General Principles:

1. An A.A. or A.S. degree from a New Jersey community college will be fully transferable as the first two years of a baccalaureate degree program at New Jersey public four-year institutions.
2. Students transferring with an A.A. degree into a B.A. program or an A.S. degree into a B.S. program will have accepted for transfer exactly half of the credits required for the basic four-year degree and will have exactly half of the credits to complete at the four-year institution. Such students will have Junior status upon enrollment at the four-year institution. *[For example, at William Paterson, where the basic four-year degree is 128 credits, the transfer student's A.A. or A.S. degree will transfer in exactly 64 credits, and the student will have exactly 64 credits remaining to complete at William Paterson for the degree. At Montclair State, where the basic four-year degree is 120 credits, the transfer student's A.A. or A.S. degree will transfer in exactly 60 credits, and the student will have exactly 60 credits remaining to complete at Montclair State for the degree.]*
3. Such transfer students will be considered to have completed all lower division General Education requirements.

### Corollary Principles:

1. It is up to the four-year institution to identify for the student upon admission any requirements in regard to the remaining half of the credits. *[For example, where half of the degree program is equal to 64 credits, the receiving institution might say that the student must complete 36 credits for the major, 6 credits in foreign languages, and 22 elective credits, but the total requirements cannot be more than 64 credits or half of the total degree requirement.]*
2. The only reason a student would be required to take more than the standard half of credits for the four-year degree is if entrance into a required course at the four-year institution requires a prerequisite course which the student has not completed at the community college, and the student cannot fit that prerequisite within the remaining credits to be taken at the four-year institution. The four-year institutions will make such prerequisite information clear so that students can take appropriate coursework at the community college.

3. Transfer students must meet the specific graduation requirements of the four-year institution to which they seek to transfer (for example, foreign language proficiency). In most instances, it is expected that, by careful planning, the transfer student will be able to meet these requirements within their two years of study at the community college or within the remaining two years of study at the senior institution. It is the responsibility of the senior institutions to make sure that their specific graduation requirements are clearly announced in catalogs and other relevant materials.
4. 100 and 200 level courses at the community college that deal with the same subject matter as 100 and 200 level courses at the four-year institutions will be accepted as equivalent. *[For example, if Calculus II (a 200 level course) is a prerequisite for enrollment in Linear Algebra (a 300 level course) at the four-year institution, and if the transfer student has taken Calculus II at the community college, they will be able to enroll in Linear Algebra at the four-year institution, no questions asked.]*
5. By definition, 300- and 400-level courses at four-year institutions have no course equivalents at the community colleges. For the purposes of this Agreement, a 300-level course is one that has a prerequisite of 200-level coursework or equivalent prerequisite, such as a placement exam.
6. It is in transfer students' best interests that community college courses be well aligned with the courses offered at the four-year institutions. This alignment is best accomplished by faculty-to-faculty discussions across the institutions in all sectors. To insure that students can prepare themselves well to succeed in baccalaureate coursework, course evaluations that now take place as part of NJTransfer will continue, and the community colleges will advise their students as to which courses will best prepare them for transfer. *[For example, Calculus II, whether taught at a four-year institution or a community college, should generally address Riemann integral applications, transcendental functions, techniques of integration, improper integrals, L'Hospital's rule, and infinite series.]*
7. For five-year programs or other specialized programs where the degree requires more than the standard four-year credit requirement, the transfer student will be required to complete all credits in excess of the 60/64 credits transferred to the institution at the four-year institution, in exactly the same manner as native students. *[For example, for a student transferring to Montclair State into the B.S. program in Physical Education with dual teacher certification in Physical Education and Health, the credit distribution would be 60 credits at the community college and 84 credits at Montclair State to reach the required program total of 144 credits. For a student transferring to Rowan into a Chemical Engineering program the credit distribution would be 60 credits at the community college and 72 credits at Rowan to reach the required program total of 132 credits. As noted in corollary principle 2. above, students who have not completed required prerequisite courses as part of their community college program might have to take additional credits.]*
8. Where program requirements are closely defined by accrediting organizations, regular communication and consultation shall occur between program faculty at the two-year and four-year institutions to facilitate effective and seamless transfer.

9. All decisions made with respect to the transfer process shall be based on the principle of equivalence of expectations and requirements for native and transfer students. *[For example, if a 'D' grade earned by a native student in a specific course is accepted for credit in a specific program, then a 'D' grade earned by a transfer student in the same course would also be accepted for credit in that program. If the 'D' grade is not accepted for native students or for transfer students from other four-year institutions, then it will not be accepted for transfer students from community colleges. Similarly, if a "4" is the minimum AP grade accepted for course credit at a senior institution, then a "4" will be the minimum AP grade accepted by that institution as transfer credit from a community college.]*
10. Transfer students and community colleges are responsible for providing with their transfer applications, through NJTransfer or some other mechanism, transcripts that clearly and accurately designate the specific degree earned by the student, the major, and all courses and course levels and grades attained by the student. All institutions participating in this Agreement are expected to keep course descriptions, prerequisites, and course equivalencies current.

**B. TRANSFER – without an A.A. or A.S. degree**

General Principle: Credits taken at a NJ community college that are applicable to an A.A. or A.S. degree program, up to a maximum of 60-64 credits, shall be transferable to a NJ four-year institution toward a baccalaureate degree program.

Corollary Principles:

1. The admitting senior institution shall designate which of the transfer credits shall be applied to general education requirements, major requirements, graduation requirements, or electives.
2. Once the designation specified in 1. above has occurred, the transfer student will be required to take as many credits as are necessary to complete the general education, major, graduation, and elective requirements remaining and applicable to the particular program of the particular senior institution. The number of remaining credits is, in most instances, likely to exceed 60-64 credits depending on the number of credits eligible for transfer and the applicability of those credits to the particular program the student seeks to enter.
3. For students who submit fully completed applications and associated fees by the senior institution's established admissions deadline, the senior institution shall notify the student, within thirty days of admission, as to the acceptance and designation of transfer credits and as to the remaining credits required for graduation in a specific baccalaureate degree program.
4. Corollary principles A. 3. through A. 10 above shall apply.

**C. ADMISSION**



General Principles:

1. Admission to a four-year college or university will depend, as do all admissions, on the four-year institution's assessment of the overall strength of the student's academic record and the availability of places in the receiving institution. Senior institutions are not expected to exceed their enrollment goals to accommodate transfer students. Admissions decisions are not appealable through the Appeal Process set forth in this Agreement.
2. A transfer student's admission into a particular major will be subject to the specific requirements for admission to that major, consistent with such requirements for native students. (See also A. 1. above.)

**D. GENERAL EDUCATION**

General Principle: The community colleges shall require for transfer students a general education program that conforms to parameters that are summarized below:

General Education Goal(s) addressed								Course Categories (Goal Categories)	AA credits	AS credits
1							9	<b>Communication</b> (Written and Oral Com.)	9	6
	2	3	4				9	<b>Mathematics – Science – Technology</b> <b>Mathematics 3-8 cr.</b> (Quant. Knlg. & Skills) <b>Science 3-8 cr.</b> (Sci. Knlg. & Rsng.) <b>Technological Competency or</b> <b>Information Literacy 0-4 cr.</b>	12	9
				5			9	<b>Social Science</b> (Society and Human Behavior)	6	3
				6			9	<b>Humanities</b> (Humanistic Perspective)	9	3
					7		9	<b>History</b> (Historical Perspective)	6	
						8	9	<b>Diversity courses</b> (Global & Cult. Awns.)	3	
								Unassigned general education credit		6
								<i>General education foundation total</i>	45	30

<b>Gen. Ed. Foundation Course Categories</b>	<b>NJCC Goal Categories*</b>	<b>Course Criteria:</b> Below are brief descriptions of the course criteria for satisfying the requirements. For fuller description see the <b>NJCC GE Course Criteria</b> (August 15, 2007).
1 <b>Communication</b>	1 Written and Oral Communication	An array of courses which prepare students to speak, read, and write effectively. At least two of these must be composition courses for A.A. and A.S. degrees. At least one of these must be a composition course for specialized degree programs and certificates.
2 <b>Mathematics</b>	2 Quantitative Knowledge and Skills	Any college level mathematics course including statistics, algebra, or calculus course(s). These courses should build upon a demonstrated proficiency in basic algebra.
3 <b>Science</b>	3 Scientific Knowledge and Reasoning	Any course(s) in the biological or physical sciences – or non-majors survey course. At least one of these courses must have a laboratory component.
4 <b>Technology</b>	4 Technological Competency or Information Literacy	Any course that emphasizes common computer technology skills (e.g. computer science, information technology) that helps students to access, process, and present information. This component is not required for students who can demonstrate competency.
5 <b>Social Science</b>	5 Society and Human Behavior	Any introductory course(s) from among anthropology, economics, geography, political science, psychology, or sociology.
6 <b>Humanities</b>	6 Humanistic Perspective	Any broad-based course(s) in the appreciation of art, music, or theater; literature; foreign language; history; philosophy and/or religious studies.
7 <b>History</b>	7 Historical Perspective	Any broad-based course(s) or sequence of courses in World, Western, non-Western, or American History.
8 <b>Diversity courses</b>	8 Global and Cultural Awareness	Any course whose primary purpose is to expose students to a multicultural society or people possibly within the context of non-introductory study of a foreign language. If this goal is integrated into one or more general education course(s), the three credits may be moved from this category to another general education category.
	9 Ethical Reasoning and Action	This ethical reasoning and action goal may be infused in any of the above categories. These courses should include the ethical implications of issues and situations.

**Note:** This document should be used in conjunction with the **NJCC GE Learning Goals & Suggested Individual College-wide Learning Obj.** (8- 15-2007).

<b>Programs</b>	<b>Allocation Notes:</b> The credit allocation below is consistent with the 1997 NJCC Gen. Ed. Foundation grid.
AA	The Associate in Arts (AA) program requires 45 semester credits hours of general education coursework from among the indicated categories. A
AS	The Associate in Science (AS) program requires a minimum of 30 semester credits hours from among the indicated categories, with minimum distributions as shown. Beyond these minimums, any 30 credit subset of the AA program credit distribution will be accepted. General education coursework in excess of the 24 credits listed should follow the AA distribution limits.

### Special Provisions for Transfer of Mathematics Courses:

- For students transferring with an A.A. or an A.S. degree, General Education mathematics courses that have a prerequisite of basic algebra shall be included among the courses for which students pursuing non-mathematics-intensive programs are awarded General Education transfer credit.
- In all other circumstances, the policies that apply to native students at the baccalaureate institution shall be applicable to transfer students and shall determine whether a baccalaureate institution does or does not accept a specific mathematics course as meeting general education, major, graduation, or elective requirements.
- Each participating institution must ensure that its students are fully advised of the impact of their mathematics course selections in their planning for a major and for transferring credits.

## **E. ASSESSMENT**

1. The Presidents' Council and New Jersey Higher Education will exercise responsibility for monitoring the effectiveness of the Agreement and its implementation.

2. The Office of the Secretary of Higher Education shall annually collect such data from all participating institutions of higher education as will enable the agency and the Presidents' Council to assess the effectiveness of the implementation of this Agreement in fostering a seamless transfer process and the academic success of transfer students at the senior institutions. The agency shall share the data it collects with the Presidents' Council.
3. The Presidents' Council Transfer Committee will assume expanded responsibilities, as set forth in 4. below, and shall include: 3 representatives from among the state colleges and universities; 1 representative from Rutgers; 1 representative from NJIT; 5 representatives from among the community colleges; 1 representative from the proprietary institutions; and one representative from the Office of the Secretary of Higher Education. Representatives shall be a president, a chief academic officer or an associate chief academic officer, and must be from institutions that are signatories to this Agreement or a related companion agreement. A majority of the representatives from the four-year and from the two-year sectors shall be presidents.
4. Based on the data provided by the Office of the Secretary of Higher Education, the Transfer Committee will be responsible for:
  - a. In collaboration with the agency, assessing the effectiveness of the implementation of the Agreement, in particular: (a) the rates of achievement of baccalaureate degrees by transfer students, and (b) the actual implementation of the terms of the Agreement by participating institutions;
  - b. In collaboration with the agency, recommending to the Presidents' Council any modifications to the Agreement or related procedures;
  - c. Hearing appeals from institutions on behalf of students, as described in the Appeals procedure set forth in Section F below.
  - d. Impaneling ad-hoc subcommittees, if and when necessary, to research and make recommendations in regard to specific issues related to transfer.
5. Each institution participating in the Agreement shall appoint and identify a specific individual responsible for overseeing that institution's implementation of the Agreement.

## **F. STUDENT APPEAL PROCESS**

Each baccalaureate institution shall have a procedure through which a transfer student can appeal a decision that he/she believes is not consistent with this Agreement. The procedure shall be published in the institution's catalog, student handbook, and website. A student who wishes to appeal a decision must file that appeal with the baccalaureate institution through that procedure. Such appeal must be submitted by the student within 30 days of receiving the decision in question. The baccalaureate institution will provide a decision to the student within 60 days of receipt of the appeal. The decision of the baccalaureate institution is final. The relevant community college will be informed of the nature of the appeal and the decision by the baccalaureate institution.

**G. INSTITUTIONAL RESOLUTION OF DISPUTES REGARDING THE AGREEMENT**

1. If the community college believes the decision of the baccalaureate institution was not consistent with this Agreement, the community college shall consult with the baccalaureate institution and seek to achieve resolution of the matter. If the community college cannot achieve resolution of the matter with the baccalaureate institution, the community college may submit the matter for consideration and recommendation to the Special Transfer Agreement Panel established by the Presidents' Council, as set forth in Section G.2. below. The Panel shall receive relevant documentation and opinions from the baccalaureate institution and the community college, and, if so requested, they shall provide timely responses to any additional requests for information from the Panel. The Panel shall make any recommendations in the matter which it deems advisable. Those recommendations shall be forwarded to the institutions concerned and to the Transfer Committee. The Transfer Committee shall report on any Panel recommendations to the Presidents' Council.
  
2. A Special Transfer Agreement Panel comprised of three persons and three alternates shall be appointed to serve each year by the Presidents' Council. One member and alternate of the Panel shall be former academic officers nominated by the baccalaureate institutions; one member and alternate of the Panel shall be former academic officers nominated by the community colleges; and one member and alternate of the Panel shall be nominated by the Office of the Secretary of Higher Education. The alternate member shall serve whenever the regular member is unavailable or has a current or prior affiliation with one of the institutions involved in the dispute. The costs of the dispute resolution process shall be borne equally by the institutions involved in the appeal.

**H. IMPLEMENTATION DATE AND APPLICABILITY**

This Agreement will take effect for Fall term 2008 and will be applicable only to all transfer students entering the senior institution for the first time in Fall 2008 or thereafter and who have earned an A.A. or an A.S. degree from a New Jersey community college in January 2005 or thereafter or who have not earned a degree but seek to transfer credits earned at a New Jersey community college in 2003 or thereafter. Further, the Agreement applies only to students from institutions that conform to the provisions of this Agreement.

OFFICE OF THE SECRETARY OF HIGHER EDUCATION  
DIVISION OF FINANCE, RESEARCH, & ACCOUNTABILITY