Transfer Planning Guide

DUTCHESS COMMUNITY COLLEGE

Counseling and Career Services
Student Services Building, Room 301
53 Pendell Road, Poughkeepsie, NY 12601
Phone: (845) 431-8040 Fax: (845) 431-8046
www.suny dutchess.edu/counseling

Transfer Questions? Attend a Transfer 101 Workshop

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Workshops held in the Counseling office SSB 301 during the academic year when classes are in session from August to May. No appointments needed. Just show up on time for the workshop.

2015-2016 (Revised 3/10/15)
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# Upcoming Transfer Events

**College Night** – Tuesday 10/13/15  Falcon Hall 6:00 pm to 8:00 pm

**Fall Transfer Fair** – Tuesday 11/3/15 Falcon Hall 11:00 am to 2:00 pm

**Criminal Justice Transfer Panel** – Thursday 10/1/15 Bowne 122 12:30 pm

**Human Services Transfer Panel** – Thursday 10/15/15 Bowne 122 12:30 pm

**Nursing Transfer Panel** – Thursday 10/29/15 Bowne 122 12:30 pm
10 Reasons why you should COMPLETE your DCC Associates Degree:

1. COST: Dutchess has the lowest tuition in the state!

2. OPPORTUNITY: Some 4-year colleges that award scholarships to those who transfer, award them only if you have the associates degree.

3. MOMENTUM: You are more likely to transfer as a junior. You will be well on your way to earn a bachelor’s degree or career position!

4. PROFESSIONAL OPPORTUNITIES: AAS degrees get you into your profession quickly!

5. LEADERSHIP: A college degree demonstrates your ability to navigate and lead through various challenges.

6. EXCEPTIONAL EDUCATION: DCC is ranked as one of the top community colleges in the state.

7. TRANSFER: When you have an associates degree, most of your credits will transfer to 4-year colleges and universities, and have junior status.

8. INDEPENDENCE: It is easier to explore your options at DCC and still complete a degree.

9. OFFERINGS: Dutchess offers 50 degree programs and 14 certificate programs.

10. NUMEROUS OPPORTUNITIES AWAIT A COLLEGE GRADUATE!

Office of the Registrar 2014
☐ Chose a major/area of study (if unsure take career assessments and

**meet to review / discuss results with DCC C&CS staff**)

☐ Research Schools (**use tools in guide** to list potential schools)

☐ Talk to a Transfer Admissions Rep. (Every school has an admissions
counselor who works with transfers, call / visit/ meet)

☐ Complete Application (on line preferred – check deadlines)

☐ Send Transcripts to Schools & Other Supporting Documents (utilize

  Writing Center for essay)

☐ Check if SAT or ACT test scores are required

☐ Apply for Financial Aid (update FAFSA with CEEB codes for

  schools you are applying to)

☐ Follow up to make sure all documents are in

☐ Visit Various Campuses if possible. Go to open houses. Ask a lot of

  questions (see pg 6). Sit in on a class. Talk to other students

Questions/Notes:
Getting Started

Planning for transfer to a 4-year college after graduating from Dutchess Community College should begin early. Careful planning for a smooth transfer transition begins with counseling/advisement, career counseling, and financial planning.

The office of **Counseling and Career Services** can guide you in this process by assisting you in finding the right academic program at DCC that prepares you for pursuit of the bachelor’s degree, looking at transfer college programs, and guidance in filling out application materials.

There are some basic steps to follow when creating a plan for transferring which include:

**Explore, Examine, Learn…**
Begin having discussions with family, and with friends who have been through the transfer process. Visit websites designed for career explorations that include information about the educational requirements for the occupations/professions that interest you. Attend DCC workshops such as “**Transfer 101**” sponsored by Counseling and Career Services. Understand what you should know, and then……take the next step.

**Meet with a Transfer Counselor**
Discuss transfer plans with a counselor in the Counseling and Career Services office. Your meeting will include a discussion about your educational goals, academic progress and the application process. This is the time to have your transcript(s) reviewed by your academic advisor and to review your coursework for optimal transfer opportunities. You can schedule an appointment with a Transfer Counselor or visit the office on a walk-in basis. Stop by the Office of Counseling and Career Services in SSC301 for further information.

**Identify a Career Path**
Assessing your interests, skills, abilities, and values may help you in your career decision-making process. Career and Transfer Counselors are equipped to administer standardized “inventories” that can indicate personal preferences for reference in your career exploration. Counselors also can assist you in determining which majors are associated with specific career areas of interest, and what 4-year colleges offer those majors.

**Research Transfer Colleges/Universities**
The more you know about your colleges of choice and the sooner you determine this, the smoother the transfer process will be. When selecting a transfer college you may want to consider the following: programs of study, internships/co-op opportunities, location, size, type (public/private), cost, campus life, housing, student body, overall entrance requirements, and articulation agreements. **Most transfer colleges/universities, especially those within the SUNY system, will accept between 50 – 70 credits from two-year colleges in transfer.** When researching pay specific attention to minimum GPA requirements, general education requirements (“Gen Eds”), core course requirements in your selected major, and other course or degree/certification requirements.

**Students take note:** There are competitive and financial advantages to completing a degree from DCC and then transferring. See a DCC Transfer Counselor for more information.

**Research Scholarship, Grants and Financial Aid Information**
Pick up the Transfer Scholarship information in the Office of Counseling and Career Services and explore grants and financial aid opportunities in the Financial Aid office.

**Attend College Transfer Fairs**
Take full advantage of college transfer fairs at DCC (at main campus in the fall and at DCC South in the spring); they are perfect opportunities to get information from 4-year college representatives. Many colleges also routinely schedule “**campus visits**” throughout the year. The Office of Counseling and Career Services posts announcements of these visits on myDCC. Counseling and Career Services also hosts “Transfer Panels” that bring colleges together to present their programs specific to DCC majors such as Nursing, Human Services, Criminal Justice, Business and Music.
Access and Utilize Electronic Resources

Virtual tours, web sites, online student chats, and promotional videos about the colleges that interest you can tell you a lot about the academic programs, the campus, student-body, etc. Check out the four-year transfer college’s website for a course catalog, admission requirements and an on-line application.

*Students take note: My Space, Facebook and other social networking sites are considered during a college’s review of your application for admission! Remove what may harm your competitiveness.

Visit Transfer Colleges

Call and make an appointment with the admissions office of the colleges that are your top priority choices and/or attend the “Open House” specifically scheduled for transfer students. In addition, make an appointment to meet with the department in which you plan to major. Discuss your transfer plan. **If feasible, do not accept admission to any college before visiting the campus at least once.**

Questions You Should Have the Answers To For Your Top College Choices:

- Who is the contact person for transfer students?
- Does my major have specific admission requirements?
- What DCC courses do you recommend I take to meet the general education requirements?
- What are the GPA requirements?
- Will C and D grades transfer?
- When should I apply for financial aid/scholarships?
- Can you evaluate my transcripts for transfer prior to my applying?
- Can I transfer directly into the specific school or major?
- How transfer students are assigned housing?
- How are transfer students advised for registration?
- How many of my credits will transfer toward my bachelor’s degree?
- How many more credits will I need to complete my degree?
- Can I complete my remaining requirements within 2 years of normal full-time study?
- Do you have job placement information on graduates of the academic program to which I am applying?
- Are there specific scholarships and other forms of financial aid for transfer students?
The Transfer Application Process

Start the process in December after finals for admission in September OR start over the summer or in early September for January admission

Step 1 Complete your application(s) for admission to a 4-year institution(s)

The first step is to submit your application before sending transcripts, letters of recommendation, and the FAFSA. Make sure you complete all parts of the application that pertain to you as a transfer student. You are responsible for following up on the progress of your application, usually by checking the web link sent by the college when they verify receipt of your application. Do this regularly until the web page indicates that your application file is complete!

Pay very close attention to what each institution requires from transfer student applicants. The transfer information is most often found under the Admissions tab on the college website.

Online applications are preferred. You will need to create a login and password when you submit application online for the following:

SUNY Application: https://www.suny.edu/gosuny/index.cfm
An admission application worksheet with instructions is available to download.
SUNY Application Center: 1-800-342-3811

CUNY Application: https://portal.cuny.edu/cms/id/cuny/documents/informationpage/006373.htm
CUNY Helpline: 1-212-997-2869

Many colleges are using the “common app”.

College-Specific Applications (they are accessible through the College web site, most are electronic, a few still accept hard copy) can be expected by private colleges and universities. Read instructions carefully.

Date Application(s) Sent: ___________________

Send the application fee as directed.
Fees range from $50-$75. Colleges/universities will not process your application without this fee. Some colleges will give you an application fee waiver if you ask. Call and ask, you may save yourself some money.

Fee Waivers: The State University of New York waives the $50 application fee for up to four college choices for students graduating from SUNY two-year colleges who apply directly to State University four-year colleges for baccalaureate programs. If you seek the fee waiver, you must complete the “My Transfer Colleges” section of the SUNY Application and the check the transfer fee waiver drop down at the end of the application. If you pay the fee but meet the eligibility for a waiver, you can write a letter requesting the refund (your name and address must be clearly identified in the letter) and mail it to:

Application Services Center
The State University of New York
State University Plaza
PO Box 22007
Albany, NY 12201-2007
P: 1-800-342-3811
Step 2  Financial Aid

Complete and submit the FAFSA (“Free Application for Federal Student Aid”)
All colleges will need to receive notification of your eligibility for federal grants, loans, or work-study funds as part of the application process. States and schools also use the FAFSA information to determine your qualifications for additional aid including merit scholarships. Therefore, you must complete and submit the FAFSA form at the same time you are completing the first step in the transfer process. Processing of your FAFSA and sending it to the colleges you indicate on the form may take the federal government 4-6 weeks. FAFSA forms and instructions can be obtained in the DCC Financial Aid office. You can also complete the FAFSA on-line at: http://www.fafsa.ed.gov/

Date Sent: _______________________________

TAP (Tuition Assistance Program)
If you will be attending a New York State college/university, you can apply for state financial aid by completing the TAP form. https://www.tapweb.org/totw/

College Scholarship Service Profile (CSS)
Many colleges require that students complete the CSS profile in order to determine eligibility for nonfederal student aid. The CSS requires more detailed information about your financial status than the FAFSA. There is a fee for each CSS profile sent. https://profileonline.collegeboard.com/prf/index.jsp

Institutional Financial Aid
Some colleges have their own financial aid forms that students are directed to complete and submit. You may contact the financial aid offices of the colleges you are applying to and request these forms.

Helpful Hint: Visit the DCC Financial Aid office for comprehensive information about financial aid and scholarship opportunities.

Date Requested: _______________________________

Step 3  Request DCC Transcripts

You need to complete a Transcript Request Form for each college you are applying to. The DCC Registrar’s Office in SSC 201 has the forms and will process them. There is a $5 fee per transcript. DCC will mail your official transcript directly to the 4-year institutions you identify. You must pay the fee at Student Accounts before the Registrar will process your request. http://www.sunydutchess.edu/alumni/alumnibenefits/transcriptrequest.html

SUNY APPLICATION:
You need to submit only 1 transcript to the SUNY Application Center. They will forward to each of the SUNY Schools on your SUNY application.

Application Services Center
The State University of New York
State University Plaza
PO Box 22007
Albany, NY 12201-2007
P: 1-800-342-3811
CUNY APPLICATION:
You need to submit only 1 transcript to the CUNY Application Center. They will forward to each of the CUNY Schools on your CUNY application.

CUNY / UAPC
PO Box 359023
Brooklyn, NY 11235-9023
CUNY Helpline: P: 1-212-997-2869

COMMON APPLICATION:
You need to submit transcript request forms for each school you are applying to. Submit them to the registrar along with hard copies of the Common Application form “Academic Standing” / “Advisor”. The registrar will process your form “Academic Standing” / “Advisor” along with your transcript request forms.

Request other college transcripts
If you attended another academic institution before DCC, you will need to request official transcripts directly from the institution.

High School transcripts
Some colleges/universities will request your high school transcript or GED even though you have completed, or soon will complete, a degree at DCC. To request a copy of your high school transcript, contact your high school guidance office and ask them to send the transcript directly to the college/university. To request an official copy of your GED, contact the office stipulated on your certificate.

Helpful Hint: Some colleges may require you to send your SAT, SAT II, or ACT scores. There is a fee charged for having these records sent from the College Board or ACT.

http://sat.collegeboard.org/scores/send-sat-scores

Date Requested: __________________________

Step 4  Letters of Recommendation and Essays

Many colleges/universities will ask for one or two letters of recommendation from faculty members. It is useful to choose a faculty member who you have taken a recent class from, established a rapport with, and who knows your academic ability and potential. Your faculty advisor would be a good choice as well. You should make this request well in advance so they have time to write a well thought out letter. This letter should go directly to the admissions office(s) of the colleges/universities to which you are applying. Therefore, provide the faculty with stamped, self-addressed envelopes.

An essay may be required and the college website will indicate whether they are looking for an autobiographical essay or one that addresses a theme which they will define. The length (number of words) and other parameters such as margin size will also be defined. The DCC Writing Center can provide assistance in the development of your essay, so be sure to use this resource for this important requirement of the college application.

Date Requested: __________________________

Step 5  College Visit/Interview

Some colleges/universities require an interview as part of the application process. If not, plan a visit anyway to your top college choices shortly after completing the application requirements. Contact the admission office and ask for a tour and an interview. Print your unofficial transcript from myDCC. Take it and the most current DCC Course Catalog with you to the interview in the event that the admission/transfer counselor is willing to review course equivalencies for transfer credits. If you would like to speak with someone from Financial Aid, the
Admissions office can arrange that. Others you may wish to visit include faculty from the program you plan to major in, students who recently transferred to the colleges, and athletic coaches if relevant.

Dates of Visits: ___________________________

**Helpful Hint:** The DCC Office of Counseling and Career Services (SSC 301) can provide guidance and assistance throughout the Transfer Process; an appointment with a counselor before you start the process will help you plan appropriately for each step. Determining your top college choices, your academic program, and the approximate number of DCC credits that may be accepted by those colleges into your program choice are some of the issues that you can explore with a DCC transfer counselor.

You may choose to complete your online application in the C&CS office. There are workstations and computers available to use. If you complete your application in the office, you may ask for staff assistance as needed if a question arises.

**Special Reminder**

TRANSFER SUCCESS hinges on a strong GPA! Remember that you are promoting yourself as the best choice to the colleges/universities you have selected. You are also competing for admission into the major course of study you have selected to pursue for your bachelor’s degree.

The published “minimum GPA” required by your college choice is just that – a minimum. You need to exceed that minimum to strengthen your application and be competitive. It is reasonable to assume that a 3.0 and higher will be required for admission by more competitive schools.
Transferring?

Frequently Asked Questions

1. **When should I start planning for transferring after graduation from DCC to a 4 year school?**
   
   It is never too early to start thinking about or putting together your individual transfer plan.

2. **Is it helpful to get my degree or should I transfer before I complete my degree?**
   
   Generally, if you apply for transfer with fewer than 45 completed credits at the time of application, the campus will ask for your high school transcript, SAT or ACT scores, and all previous college transcripts. If you have more than 45 completed, the campus will ask you for previous college transcripts. Many schools prefer that you have an Associate degree and students with an Associate degree can be stronger candidates for scholarships.

3. **How can I research schools and programs I might be interested in?**
   
   First identify potential schools by using some of the online search programs listed below. FOCUS is an excellent website. You can get your access information from the Office of Counseling & Career Services. Among many other useful websites including FOCUS, start with these to find schools:
   
   - **RUGG’S Recommendations on Colleges**
   - **College Source** - [http://collegesource.org/](http://collegesource.org/)
   - **SUNY Colleges** - [http://www.suny.edu/student/transfer.cfm](http://www.suny.edu/student/transfer.cfm) or SUNYVIEW BOOK
   - **CUNY Colleges** - [http://www.cuny.edu/admissions/undergraduate/prepare/transfer.html](http://www.cuny.edu/admissions/undergraduate/prepare/transfer.html) or CUNY TIPPS - [https://tipps.cuny.edu/](https://tipps.cuny.edu/)

   Don’t forget to use each college’s home website to research programs offered at that institution.

4. **What is the minimum GPA required for admissions to area colleges?**
   
   - **Marist College** - a 2.85 for a traditional age student and a 2.5 for an adult student.
   - **Mercy College** - a 2.0 or higher. All students are encouraged to apply because counselors consider other factors for the admissions decision.
   - **Mount Saint Mary College** - a 2.5 (will consider 2.0 or above if academic progression is good) and a minimum of 2.75 (3.0 preferred) for Nursing and Physical Therapy.
   - **Albany** - a 2.5 or better and usually a 3.0 or higher in Business, Criminal Justice and Social Work. Nano-science 3.7.
   - **SUNY New Paltz** - a 2.75 or higher and usually a 3.0 or higher for Visual Art Education and Communication Disorders.
   - **SUNY Purchase** – 2.5 or higher for consideration. The average GPA for transfer students is a 3.0. Performing arts require auditions or portfolios.
   - **Western Connecticut** – a 2.0 is required for consideration, but does not guarantee admission and a minimum of 2.3 for business and 2.8 for education are required.
   - **Siena, College of Saint Rose and the Sage Colleges** – a 2.5 or better, although Sage of Albany would consider 2.0 or better.

5. **What are the application deadlines for Transfer students for area colleges?**
   
   Admissions deadlines vary from institution to institution. In general, students should begin the application process two semesters before they intend to transfer.
For spring admission, the best times, in general, to submit applications are in the months of September and October. Many schools publish a November 1st deadline or, like CUNY schools, as early as January for Fall applications and September for spring applications.

For Fall admission, the best times to submit applications are in the months of December and January. Some individual programs may be more competitive and have earlier deadlines. In addition, some schools have rolling admissions which means they will continue to accept applications until they have reached capacity and could fill all their slots before the deadline. Therefore, our recommendation is to apply early.

6. What if I can’t afford the application fee?
If you are an EOP (Educational Opportunity Program) student the Financial Aid office will give you a letter to include with your application that says that you are eligible for EOP and the application fee MAY be waived. Students with A.A or A.S degrees (or anticipate getting the degree) from DCC, are waived from the application fee for up to four SUNY schools. You may also be eligible for a fee waiver depending upon your financial need. Talk to a counselor for more information.

7. In addition to the Application, what other documents do I need to submit?
Transcripts are always needed. Many 4 year schools want you to send your transcripts from your high school (yes even if you have the degree from DCC) and transcripts from any and all colleges you have attended. To request your DCC transcript, go to the Registrar’s office and fill out a transcript request form. It will cost $5 per transcript. Also contact the Registrar’s office of all other colleges you have attended. Some colleges also require a Mid-Term Report, Secondary School Final Report, and the College Official’s Form. Essays are sometimes required and always recommended. Colleges may ask you to include a personal statement with your application. Sometimes they give you the topic, other times they don’t. This is an opportunity for you to let them know who you are. You can talk about your past academic history, what you want to study at your next school and/or what career you are interested in. Whatever you do, make sure your writing is impeccable. The DCC Writing Center is prepared to assist you. Use them! Recommendations are sometimes needed. Check with the individual school for their requirements. The forms mentioned above, like the Instructor Evaluation, College Official’s Form, Secondary School Final Report, and Mid-Term Report can be found at https://www.commonapp.org/commonapp/downloadforms.aspx

8. What about Financial Aid?
Complete the FAFSA immediately following submission of your applications and put all the schools you are applying to on it so that these schools can access your information. Some schools also require the College Board Code. Many schools also require the CCS Profile. (The DCC College Board Code / CEEB Code # is 2198)

All Financial Aid applications should be completed EARLY to maximize the amount of financial aid. Many schools start giving out in-house grants in February for fall enrollment.

- FAFSA: http://www.fafsa.ed.gov/
- CSS Profile: https://profileonline.collegeboard.com/prf/index.jsp

Needs-based and merit scholarships also help meet college expenses. The Financial Aid office and the Office of Counseling and Career Services have website listings.
SCHOLARSHIP OPPORTUNITIES FOR TRANSFER STUDENTS

Many four-year colleges and universities offer scholarships specifically for transfer students. Scholarships may be merit-based and/or need-based, and some have been established for students with special qualifications. Students should complete a Free Application for Federal Student Aid (FAFSA—www.fafsa.gov) in order for a college to consider eligibility for the scholarships available from the college.

On the other hand, the websites in this document link to scholarships sponsored by others outside the academic community, and competitive consideration by the sponsors does not require the FAFSA. Eligibility requirements for these scholarships vary, so students are encouraged to carefully examine each website to determine whether they qualify and what is required to be considered.

WHAT HAVE YOU SET YOUR SITES ON?

WWW.PIN.ED.GOV
YOUR FIRST STEP IN APPLYING FOR FINANCIAL AID
WWW.FAFSA4CASTER.ED.GOV
GIVES YOU AN ESTIMATE OF YOUR FINANCIAL AID ELIGIBILITY
WWW.FAFSA.ED.GOV
FEDERAL AND STATE AID APPLICATION
WWW.FINAID.ORG
A GUIDE TO FINANCIAL AID
WWW.FASTWEB.COM
FREE SCHOLARSHIP SEARCH
WWW.COLLEGEBOARD.ORG
INFORMATION ON FINDING AND PAYING FOR COLLEGE
WWW.NSLS.ED.GOV
HISTORY OF ALL AID/LOANS YOU’VE RECEIVED
WWW.SCHOOLSOUP.COM
FREE SCHOLARSHIP SEARCH
WWW.FEDERALSTUDENTAID.ED.GOV
INFORMATION ON AID FROM THE FEDERAL GOVERNMENT

INTERNATIONAL STUDENTS: (SCHOLARSHIPS AND GRANTS)
WWWINTERNATIONALSCHOLARSHIPS.COM
WWW.IEFA.ORG
WWW.USNEWS.COM/EDUCATION/BLOGS/THESCHOLARSHIP-COACH/2012/03/22/ANINTERNATIONAL-STUDENTS-GUIDE-TO-US-SCHOLARSHIPS

LINKS TO SCHOLARSHIPS SPONSORED BY ASSOCIATIONS/ORGANIZATIONS

AARP – http://www.aarp.org/


Coca-Cola Scholarship - https://www.coca-colascholars.org/

Community Foundations of the Hudson Valley (for residents of Hudson Valley) - http://www.cfhvny.org
Elks National Foundation – (children of Elk Foundation members) -  
http://www.elks.org/enf/scholars/OurScholarships.cfm

Families of Freedom Scholarship Fund (for dependents of 9/11 families) - http://www.familiesoffreedom.org/

Fisher House Foundation (Scholarships for Military Children) - http://www.militaryscholar.org/sfmc/index.html

Jack Kent Cook Scholarship (must be nominated by the Jack Kent Cooke Foundation Faculty Representative at their two-year institution) - http://www.jkcf.org/scholarships/undergraduate-transfer-scholarships/


Sallie Mae Scholarship Search - http://go.salliemae.com/scholarship/

Upromise Scholarships - http://www.upromise.com/welcome/what-is-upromise

Zinch Scholarship - http://www.zinch.com/scholarships/transfer-student

 LINKS TO GENERAL INFORMATION ABOUT SCHOLARSHIPS

College Scholarships - http://www.collegescholarships.com


CollegeNET - http://www.collegenet.com/mach25/app

Find the Right Scholarship - http://www.findtherightscholarship.com/?campaign_id=13263806


MeritAid - http://www.meritaid.com/index.jsp

Military Scholarship Finder (for members of the Military community) - http://aid.military.com/scholarship/search-for-scholarships.do

My Apartment Map Housing Scholarship (for on-campus/off-campus housing) - http://www.myapartmentmap.com/housing_scholarship.php

Scholarships.com - http://www.scholarships.com/

Scholarship America - http://scholarshipamerica.org/

Scholarships 101 - http://scholarships101.com

Student Scholarships - www.studentscholarships.org
LINKS TO SCHOLARSHIPS AND FINANCIAL AID OFFERED BY GOVERNMENT AGENCIES

AmeriCorps - http://www.americorps.gov/

CIA Student Programs - https://www.cia.gov/careers/student-opportunities/index.html#udergradscholar

Disability.gov - https://www.disability.gov/home/i_want_to/scholarships


Internal Revenue Service (Educational Tax Credits) http://www.irs.gov/individuals/article/0,,id=121452,00.html


National Health Service Corps (Loan Repayment Program) - http://nhsc.hrsa.gov/loanrepayment/

State Education sites (find what YOUR individual state may offer) http://wdcrobcollp01.ed.gov/Programs/EROD/org_list.cfm?category_ID=SHE


LINKS TO MERIT-BASED SCHOLARSHIPS

National Merit Scholarship Corporation - http://www.nationalmerit.org/

Phi Theta Kappa Honor Society Scholarships - http://www.ptk.org/?q=become-a-member/scholarships&destination=node/18893

Tau Sigma National Honor Society Scholarships - http://www.tausigmanhs.org/scholarships.html

LINKS TO SCHOLARSHIPS FOR STUDENTS WITH DIVERSE BACKGROUNDS

American Indian College Fund - http://www.collegefund.org/students_and_alumni/content/special_scholarships

American Indian Education Foundation - http://www.nrcprograms.org/site/PageServer?pagename=aief_index

Hispanic Scholarship Fund - http://www.hsf.net/


USA Funds - http://www.usafunds.org/scholarship
Transferring to a four-year SUNY School?

How do I know which classes to take at Dutchess to transfer into my program at a SUNY four-year school?

Pathways:
1. Go to SUNY.edu
2. Scroll over “Prospective Students” and click on “Transfer”
3. Click on “SUNY Transfer Path”
4. Select the curriculum or major you are looking to study. Click on “View Transfer Path” and then click on the PDF link below it.
5. Review the information provided to identify which classes will transfer in to your program at a SUNY four-year college.
6. If you have chosen the SUNY colleges you are looking to apply to, you may go to the bottom of the PDF and click on “Campus Requirements” for the General Education requirements specified by each school.

How can I see the equivalencies of the courses I’m taking at Dutchess compared to the courses at another SUNY school?

1. Go to SUNY.edu
2. Scroll over “Prospective Students” and click on “Transfer”
3. Click on “Course Equivalencies”
4. The list shows the SUNY schools that provide their course equivalency tables.
5. Select the school you want to transfer to
6. Enter Dutchess Community College

Guaranteed Admission: New York residents who have graduated from a 2 year SUNY school with an A.S. or A.A. degree are eligible for guaranteed admission to a 4 year SUNY school. *However, it is not guaranteed that the student will be admitted to his/her school of choice

Requirements: Must apply by 10/1 for spring admission and by 3/1 for fall admission and must apply on the SUNY application
MBTI & Strong Assessment Logon Instructions:

To access the MBTI and Strong Interest career assessments, enter this URL:

https://online.cpp.com

In the box for Login, type: Dutchess1

In the box for Password, type: Careers1

(it is case sensitive so make sure you type a capital “D” and a capital “C”)

Click “Submit”

Please take both inventories.

You will be asked to fill in some personal information at the beginning of the inventory. The only required information is your name, gender and email address.

Do not take the skills confidence inventory unless you are instructed to do so.

If you are having any problems contact the Counseling and Career Services Office at 845-431-8040 or email Joe Reilly at joseph.reilly@sunydutchess.edu

The results will come directly to DCC’s Counseling and Career Services. If your class is taking these assessments, your teacher will make arrangements to have a workshop going over the results. If you are taking these assessments on your own, please call the Counseling Office and schedule an appointment to review your results.
What is O*Net?
O*Net stands for Occupational Network. O*Net is a federal government interactive website on occupations. The website takes data from the census and the United States labor market trends. It serves as the nation’s primary source of occupational information. The website provides individuals with a free and easy way to research every detail you would want to know about specific occupations.

How do I get onto O*Net?

1) Go onto My DCC and log in.
2) Sign into your Focus 2 account
3) Scroll down to the bottom
4) Under Recommended Tools and Websites, click on “O*Net”

Not sure what you want to do? Find careers by interests!

1) Go to O*Net homepage
2) Click “I want to be a…find it now” on the right side of the page
3) Click “I’m not really sure…tell us what you like to do” START
4) O*Net Interest Profiler will appear. Click NEXT, and answer the 60 questions concerning your likes and dislikes. Click NEXT when finished to access the interest profile.
5) Explore your interest profiles by clicking the links, then click NEXT.
6) Click NEXT until you get to “Explore the Job Zones”.
7) Click the link to each zone and determine which zone best matches your interests. Then click NEXT.
8) Select the Job Zone that is right for you.
9) Click NEXT until you reach the screen that says “Careers that fit your interests and preparation level”
10) Click on the links of the jobs that appeal to you and learn more about them.

Not sure what you want to do? Find careers by skill search!

1) Go to O*Net main page
2) Click “Advanced Search” at the top of the page, then click “Go to Skills Search” on the right
3) Select skills from one or more of the six skill groups below. Start by selecting as many skills as you enjoy using, or if you had a job using these skills you would be happy. Then press “Go”.
4) Look through the jobs and identify ones that potentially interest you.
5) Click on the number next to “Skills matched” to see what skills you have or will have that match the job.
6) Click the number under Job Zone next to the job to see the preparation and education needed for the occupation. Click on the job title to learn more about that occupation.

Find Professional Affiliation/Association

1) Go to O*Net main page.
2) Type your desired profession into the “Keyword” box and click search. Then click on your desired profession.

3) Scroll to the bottom of the page in the “State and National” section, under the “Wages and Employment” title. Then select “New York” and press “Go”.

4) Click on “Business Center” at the top of the page. Scroll your mouse over “Toolkit” and then click on “Find Professional Associations”.

5) Type your profession into to the “Keyword” box and click search. Click on the links provided to research the professional affiliations and associations in your field.

**Job Search by Career Cluster**

Career Clusters contain occupations in the same field of work that require similar skills. Students, parents, and educators can use Career Clusters to help focus education plans towards obtaining the necessary knowledge, competencies, and training for success in a particular career pathway.

1) Click on “Find Occupations” at the top of the screen

2) Under “Career Cluster”, go to the drop down box and click on an area of interest to you

3) Look through the list of careers under the cluster you chose. If one seems interesting to you, click on the job title and explore the occupation more.

**Job Search by Bright Outlook**

Bright Outlook occupations are expected to grow rapidly in the next several years, will have large numbers of job openings, or are new and emerging occupations.

1) Click on “Find Occupations” at the top of the screen

2) Under “Bright Outlook”, go to the drop down box and click on one of the options that is of interest to you

3) Look through the list of careers. If one seems interesting to you, click on the job title and explore the occupation more.

**Find Occupations: Career Search**

1) Click on “Find Occupations” at the top of the screen

2) If you know what job you are interested in, type in the name of your desired job in the box under “Keyword or O*NET-SOC Code”. Then click GO.

3) Click on the job that matches or is similar to the job you desire and explore the career.

4) At the bottom of the page is “Wages and Employment Trends”. Look at the national trends for that occupation. Also at the bottom of the page is “Job Openings on the Web”. This tool will be helpful as you leave DCC or another university and are looking for available job openings. For each, choose a state that you want to see and compare employment trends and or job openings.
What is Focus 2?

Focus 2 is an interactive online career and education planning system made specifically for college students.

Focus 2 begins by helping you to find out more about where you are in the career decision making process.

From there you can:

- Take a self-assessment to learn about your work interests, personality, skills, values and leisure interests
- Explore careers and majors
- Develop an action plan
- Find colleges with your intended major to transfer to

How do I get to Focus 2?

1. Go onto My DCC and log in
2. Click on the Student Life tab
3. Scroll to the “Counseling and Career Services” box
4. Choose option 2 – Career Planning Services
5. In the center, 2nd paragraph, you will see an option to explore Focus 2 – click on the link
6. Click on Focus 2 to open it in a new tab
7. Read the introduction of Focus 2
8. Next, click on the link for Focus 2 (Access code: Falcons)
9. If you are a new user, then click on “New user? Click here to get started” and fill in the information
10. If you are a returning user, enter your “username” and “password”
Once at the Focus 2 main page, what do I do?

1) **Self-Assessment**
   - Look at section 2, “Learn Something About Yourself: Self-Assessment”
   - There are five assessments. Each assessment should take approximately 10 minutes. Complete all five assessments, as each assessment will identify career matches based on your personal interests, values, and characteristics.
   - Once finished, narrow and refine your results with the link “See Your Top Career Choices”.
   - Review “Top Career Choices” that provides information on careers that match your multiple assessments. Pick a career that you want to explore further.

2) **Explore Careers**
   - Go to “Explore the Possibilities” section
   - Click on “Search by Occupation Name”
   - You can search for careers you are interested in or that matched your assessment results by searching for the job or browsing through the alphabet given.
   - Click on the job and explore the job duties, skills, values, job outlook, earnings, interest profile, professional organizations, and potential areas of growth on the left hand side. Note the professional organizations within your field. Consider joining one as a student member. Professional organization membership looks great on a résumé and college applications, and can provide potential scholarships.
   - If you are interested in this career, you can save it to your portfolio.

3) **Recommended Tools and Websites: College Search**
   - Go to My Future. Once there, click on “College” at the top of the page.
   - Scroll down to the bottom of the page and click on “College Advanced Search”.
   - Under degrees offered, check off Bachelor’s if you are looking to attend a four year university. The rest of the information is up to you! You can search the entire country, by region, or by state. You may also search for public or private schools, by your intended major, and more! When finished, click search.
   - Once the list of matching colleges appears, click on the names to learn more about them.
Transfer Schools by Major

Below is a listing of DCC majors and the top 3 schools DCC students transferred to. Included next to each school is the Transfer page link so that you can look at the school.

ARC
- New York Institute of Technology
  - [http://nyit.edu/admissions/transfer/](http://nyit.edu/admissions/transfer/)
- CUNY City College
  - [http://www1.ccny.cuny.edu/prospective/admissions/ugrad/transfer-students.cfm](http://www1.ccny.cuny.edu/prospective/admissions/ugrad/transfer-students.cfm)
- SUNY University at Buffalo
  - [http://admissions.buffalo.edu/transfer/admissionrequirements.php](http://admissions.buffalo.edu/transfer/admissionrequirements.php)

ASP
- SUNY New Paltz
  - [http://www.newpaltz.edu/admissions/transfer.html](http://www.newpaltz.edu/admissions/transfer.html)
- LIM
  - [http://www.limcollege.edu/admissions/10193.aspx](http://www.limcollege.edu/admissions/10193.aspx)
- SUNY Oneonta
  - [http://www.oneonta.edu/development/admissions/Transfer.asp](http://www.oneonta.edu/development/admissions/Transfer.asp)

AVI
- SUNY Farmingdale
  - [http://www.farmingdale.edu/admissions/transfer-services/index.shtml](http://www.farmingdale.edu/admissions/transfer-services/index.shtml)
- Vaughn College Of Aeronautics And Technology
  - [http://www.vaughn.edu/admissions-undergraduate-students.cfm](http://www.vaughn.edu/admissions-undergraduate-students.cfm)
- Embry-Riddle Aeronautical University-Worldwide CA
  - [http://worldwide.erau.edu/admissions/transfer-credit/index.html](http://worldwide.erau.edu/admissions/transfer-credit/index.html)

BAT
- SUNY New Paltz
  - [http://www.newpaltz.edu/admissions/transfer.html](http://www.newpaltz.edu/admissions/transfer.html)
- Marist College
  - [http://www.marist.edu/admission/transfer/](http://www.marist.edu/admission/transfer/)
- Mount Saint Mary College
  - [http://www.msmc.edu/Admissions/Transfer_Students](http://www.msmc.edu/Admissions/Transfer_Students)

CIS
- SUNY New Paltz
  - [http://www.newpaltz.edu/admissions/transfer.html](http://www.newpaltz.edu/admissions/transfer.html)
- Rochester Institute of Technology
  - [http://www.rit.edu/emcs/admissions/transfer-admission](http://www.rit.edu/emcs/admissions/transfer-admission)
- Marist College
  - [http://www.marist.edu/admission/transfer/](http://www.marist.edu/admission/transfer/)

CMH
- Marist College
  - [http://www.marist.edu/admission/transfer/](http://www.marist.edu/admission/transfer/)
- SUNY New Paltz
  - [http://www.newpaltz.edu/admissions/transfer.html](http://www.newpaltz.edu/admissions/transfer.html)
- SUNY University of Albany
  - [http://www.albany.edu/admissions/transfer.php](http://www.albany.edu/admissions/transfer.php)
COM
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- Marist College
  - http://www.marist.edu/admission/transfer/
- CUNY Hunter College
  - http://www.hunter.cuny.edu/ugpropects/getting-in/Applying/Transfer

CPS
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php

CRT
- CUNY John Jay College of Criminal Justice
  - http://www.jjay.cuny.edu/396.php
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php

ELT
- SUNY Institute of Technology at Utica-Rome
  - http://www.sunyit.edu/admissions/undergrad
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Binghamton
  - http://www.binghamton.edu/admissions/apply/transfer/index.html

ENR
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Binghamton
  - http://www.binghamton.edu/admissions/apply/transfer/index.html
- SUNY University at Buffalo
  - http://admissions.buffalo.edu/transfer/admissionrequirements.php

ESW
- SUNY College – Cortland
  - http://www2.cortland.edu/admissions/undergraduate/transfer-students/
- Mount Saint Mary College
  - http://www.msmc.edu/Admissions/Transfer_Students
- Marist College
  - http://www.marist.edu/admission/transfer/

FIR
- University of New Haven-Semesters
  - http://www.newhaven.edu/admissions/ugrad/transfer/
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY College of Technology at Canton
  - http://www.canton.edu/admissions/transfer/
GSP
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php
- Marist College
  - http://www.marist.edu/admission/transfer/

HMS
- Marist College
  - http://www.marist.edu/admission/transfer/
- Mount Saint Mary College
  - http://www.msmc.edu/Admissions/Transfer_Students
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html

INM
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Empire State College
  - http://suny-empire.esc.edu/admissions/transfer-students/

LAH
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php

LAM
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php
- SUNY Binghamton
  - http://www.binghamton.edu/admissions/apply/transfer/index.html

LAX
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- Marist College
  - http://www.marist.edu/admission/transfer/
- SUNY Albany
  - http://www.albany.edu/admissions/transfer.php

NUR
- Mount Saint Mary College
  - http://www.msmc.edu/Admissions/Transfer_Students
- SUNY Empire State College
  - http://suny-empire.esc.edu/admissions/transfer-students/
- Mercy College
  - https://www.mercy.edu/admissions/undergraduate-admissions/transfer/
PAL
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Empire State College
  - http://suny-empire.esc.edu/admissions/transfer-students/
- Mercy College
  - https://www.mercy.edu/admissions/undergraduate-admissions/transfer/

PFA
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- SUNY Purchase
  - http://www.purchase.edu/Departments/Admissions/transfers/transferinformation.aspx
- CUNY Hunter College
  - http://www.hunter.cuny.edu/ugprospects/getting-in/Applying/Transfer

VAT
- SUNY New Paltz
  - http://www.newpaltz.edu/admissions/transfer.html
- CUNY Hunter
  - http://www.hunter.cuny.edu/ugprospects/getting-in/Applying/Transfer
- SUNY Purchase
  - http://www.purchase.edu/Departments/Admissions/transfers/transferinformation.aspx
# 2014–2015 College Comparison

## Estimated Tuition per Academic Year
*(Fees and Room & Board Not Included)*

Office of Counseling and Career Services at Dutchess Community College

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>Full-Time TUTION PER YEAR</th>
<th>Approx Part-Time PER CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dutchess Community College</td>
<td>$3,200</td>
<td>$133</td>
</tr>
<tr>
<td>Alfred University</td>
<td>$28,660 <em>(Liberal Arts &amp; Business)</em></td>
<td>$902</td>
</tr>
<tr>
<td>All CUNY Schools</td>
<td>$6,030</td>
<td>$260</td>
</tr>
</tbody>
</table>
| 4 Year SUNY Schools *(Average may vary by individual school)* | $6,170 – Resident  
$15,820 – Non-Resident | |
| Bard College                                | $47,560                   | $1,486                      |
| Boston University                           | $43,970                   | $1,374                      |
| Clarkson University                         | $42,530                   | $1,390                      |
| College of Saint Rose                       | $28,036                   | $932                        |
| Cornell University                          | $47,050 *(Private Endowed  
$28,990 – State-Assisted)* | |
| Culinary Institute of America               | $26,950                   |                             |
| Dominican College                           | $24,932                   | $753                        |
| Iona College                                | $31,880                   | $1,060                      |
| Ithaca College                              | $39,532                   |                             |
| Manhattan College                           | $34,300                   | $875                        |
| Manhattanville College                      | $34,870                   | $790                        |
| Marist College                              | $32,000                   | $634  
$600 (Adult Undergraduate)              |
| Mercy College                               | $17,166                   | $722                        |
| Mount Saint Mary College                    | $26,312                   | $877                        |
| New York Institute of Technology            | $31,050                   | $1,050                      |
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<th>Part-Time PER CREDIT</th>
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</thead>
<tbody>
<tr>
<td>New York University</td>
<td>$1,251</td>
<td>$1,251 (School of Business)</td>
</tr>
<tr>
<td></td>
<td>$1,263 (School of Business)</td>
<td>$1,466 (School of Arts)</td>
</tr>
<tr>
<td>Niagara University</td>
<td>$26,900</td>
<td>$900</td>
</tr>
<tr>
<td>Northeastern University</td>
<td>$42,534</td>
<td>$1,329</td>
</tr>
<tr>
<td>Pace University</td>
<td>$38,200</td>
<td>$1,096</td>
</tr>
<tr>
<td>Rensselaer Polytechnic Institute</td>
<td>$46,700</td>
<td>$1,879</td>
</tr>
<tr>
<td>Rochester Institute of Technology</td>
<td>$35,256</td>
<td>$1,191</td>
</tr>
<tr>
<td>Russell Sage College</td>
<td>$27,000</td>
<td>$900</td>
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<tr>
<td>Sage College of Albany</td>
<td>$27,000</td>
<td>$900</td>
</tr>
<tr>
<td>St. Johns University</td>
<td>$37,870</td>
<td>$1,262</td>
</tr>
<tr>
<td>Syracuse University</td>
<td></td>
<td>$728</td>
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<tr>
<td>Union College</td>
<td>$20,132</td>
<td></td>
</tr>
<tr>
<td>University of Rochester</td>
<td>$46,150</td>
<td></td>
</tr>
<tr>
<td>Utica College</td>
<td>$32,280</td>
<td>$1,076</td>
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<tr>
<td>Vassar College</td>
<td>$48,840</td>
<td></td>
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<tr>
<td>Wells College</td>
<td>$35,200</td>
<td></td>
</tr>
<tr>
<td>Western Connecticut State University</td>
<td>$4,600 – Resident</td>
<td>$188 – In State</td>
</tr>
<tr>
<td></td>
<td>$14,886 – Non-Resident</td>
<td>$192 – Out of State</td>
</tr>
</tbody>
</table>