

TRANSFER TIMETABLE FOR EDUCATION MAJORS

This guide is designed to aid students seeking teaching certification and planning to transfer to a four-year college or university. Adjustments can be made to suit individual needs.

FIRST SEMESTER (up to 15 credits)

- Begin to think about possible choices for your transfer college or university
- Attend Transfer fairs and Information Sessions
 - DCCC holds a transfer fair every Fall and Spring semester.
- Meet with a transfer advisor to discuss the transfer process
 - Appointments can be made at all College campuses
- Begin preparation for the Pre-professional Academic Performance Assessment (PAPA) provided by Pearson
 - Get information online at www.pa.nesinc.com and/or obtain a PAPA Bulletin from the Career and Counseling Center or Learner Services.

SECOND SEMESTER (15 TO 30 CREDITS)

- Gather information on your prospective transfer college or university
 - Visit the websites of prospective schools.
 - Call your prospective school and request their catalogs and other information.
 - Talk to other students who have knowledge about the college.
- Visit campuses of prospective transfer colleges and universities
- Take the PAPA exam (recommended at the completion of 24 to 30 credits)
- Formulate an academic plan to meet your transfer institution's academic requirements
- Meet with a transfer advisor to discuss enrolling in guaranteed admissions agreements

THIRD SEMESTER (30 TO 45 credits)

- Contact admissions counselors of your prospective transfer institution
- Begin formal transfer process
 - Submit application and other materials that may be required for transfer; i.e. personal essay, transcripts, letters of recommendation.
 - Contact financial and offices (if applicable)

FOURTH SEMSTER (45 or more credits)

- Contact transfer institutions to ensure your file is complete.
- Maintain the necessary GPA for transfer

***NOTE:** Undergraduate candidates who have **taken or** registered for the PRAXIS I basic skills test **prior to April 2, 2012** will have their PRAXIS I scores accepted by PA Department of Education. Candidates who took the PRAXIS I and were not successful **may retake the PRAXIS I** after April 2, 2012 until they are successful. All undergraduate candidates who have not taken or registered for a PRAXIS I basic skills prior to April 2, 2012 must take the Pre-professional Academic Performance Assessment (PAPA) provided by Pearson.