

## **Guiding Principles on Notification of Changes to Major Preparation and Admission Selection Requirements for California Community College Transfer Students**

A two-year lag between a UC academic department's announcement of a modification of program content and the effective date is typical for changes that affect UC freshman. Similarly, a two-year lag helps community college students make informed decisions on how to prepare for a major at a UC campus.

No lag between an announcement of a modification of program content and the effective date is the most useful for the UC to handle capacity constraints that arise from changes in student demand for a major on a campus. Since labs, faculty, and graduate students are very hard to change, it is important for the UC to have flexibility to increase course and GPA requirements in response to rapid increases in student demand for a major.

BOARS provides these "Guiding Principles" to balance the competing needs between sufficient notification to prospective transfer students to be prepared for their major and flexibility for UC to adjust requirements given resources/capacity constraints and the strength and volume of the applicant pool.

To reaffirm the shared commitment by the University of California (UC) and the California Community Colleges (CCC) to provide access and opportunity for students seeking to transfer (with or without a guarantee of admission), UC should adhere to the following guiding principles:

1. The CCCs are responsible for preparing students who might not otherwise have access to higher education for transfer and the baccalaureate degree. UC, in turn, is responsible for admitting qualified junior-level transfers and ensuring that they have meaningful access to the baccalaureate degree.
2. BOARS determines the minimum courses and GPA requirements for transfer to the UC, the UC Transfer Requirements.
3. UC campus academic departments or divisional Senate committees determine the major preparation requirements (including but not limited to: courses, grades, GPA in specific courses, and/or overall GPA) used for selection of transfer applicants prior to matriculation at UC; the purpose of major preparation is to ensure student success in upper division courses and improve students' time to degree.
4. UC campus academic departments or divisional Senate committees determine requirements for Transfer Admissions Guarantees (TAGs) (including but not limited to: courses grades, GPA in specific courses and/or overall GPA) used to guarantee admission to qualified transfer students; the purpose of TAGs is to ensure student success in the major at a specific UC campus.

5. Transfer-bound students should have adequate time to plan for and complete admission and major preparation requirements (as indicated above) prior to applying to and enrolling at UC.
6. BOARS may change the UC Transfer Requirements. Added course requirements or increased GPA requirements for incoming junior-level transfer students should be announced no less than two academic years prior to the term of enrollment. Consider a student applying for a TAG in September 2020 for fall 2021 enrollment. A new course requirement should be announced no later than May 1, 2019. The effective date for removing courses or reducing GPA requirements is upon announcement of the change.
7. UC campus academic departments or divisional Senate committees occasionally modify program content or degree requirements thus affecting major preparation for transfer students. Modifications to courses (new, additional or replacement courses) for incoming junior-level transfer students should be announced no less than two academic years prior to the term of enrollment. For example, a new course introduced as effective for the beginning of the academic year 2019-20 for continuing UC students should not be required of new incoming junior-level transfer students until admission selection for fall 2021. If the modification only involves eliminating a required course, the effective date is the date the elimination is announced.
8. UC campus academic departments or divisional Senate committees occasionally modify the GPA requirements for a TAG or in major preparation. Modifications to GPA requirements for incoming junior-level transfer students should be announced no later than May 1 of the year prior to the term of enrollment. Consider a student applying for a TAG in September 2020 for fall 2021 enrollment. The GPA change should be announced no later than May 1, 2020.
9. UC campus academic departments or divisional Senate committees may create new TAG agreements. The effective date for the course and GPA requirements in a new TAG is the date the new TAG is announced.
10. UC campus academic departments or divisional Senate committees may decide to eliminate a TAG. Elimination of a TAG for incoming junior-level transfer students should be announced no less than May 1 of the year prior to the term of enrollment. Consider a student applying for a TAG in September 2020 for fall 2021 enrollment. TAG elimination should be announced no later than May 1, 2020.
11. If a major preparation course is not available or not articulated at a CCC, academic departments or divisional Senate committees may choose to admit students with the expectation that they will successfully complete the course upon matriculation at the UC campus.

12. Notification of changes to major preparation, major selection and/or course articulations must be provided to the nine UC undergraduate admission offices, campus Articulation Officers and all CCCs within the timelines specified above.