



BOARD OF ADMISSIONS AND RELATIONS WITH SCHOOLS (BOARS)

Henry Sánchez, Chair
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STEPHEN HANDEL
ASSOCIATE VICE PRESIDENT, UNDERGRADUATE ADMISSIONS

Dear Steve,

The Board of Admissions and Relations with Schools (BOARS) has endorsed the enclosed Guiding Principles on Notification of Changes to Major Preparation Requirements for Transfer Students, and we encourage you to share them with relevant stakeholders.

Thank you for your continuing cooperation in this critical area.

Sincerely,

A handwritten signature in cursive script that reads "Henry Sánchez".

Henry Sánchez, MD
BOARS Chair

cc: Members of the Board of Admissions and Relations with Schools (BOARS)
Executive Director Baxter

Guiding Principles on Notification of Changes to Major Preparation Requirements for Transfer Students

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, UC should adhere to the following guiding principles:

- 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.
- UC campus academic departments or divisional Senate committees determine the major preparation requirements and courses 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.
- Transfer-bound students should have adequate time to plan for and complete required major preparation and major selection courses prior to enrolling at UC.
- Academic departments or divisional Senate committees occasionally modify program content or degree requirements thus affecting major preparation for transfer students. The effective date for modifications to required major preparation courses (new, additional or replacement courses) and the articulation of such courses for incoming junior-level transfer students should be announced no less than two academic years prior to the effective date for students already enrolled at the UC campus. For example, a new major preparation course introduced as effective for fall 2018 should not be required of new incoming junior transfer students until admission selection for fall 2020.
- If a major preparation course is not available or not articulated at a CCC, academic departments may choose to admit students with the expectation that they will successfully complete the course upon matriculation at the UC campus.

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