

### **Exception allowing conditional GenEd/Core-to-GenEd Transfer while an Associate degree is being completed**

This policy is in effect for students admitted to and enrolling at Temple while one or two courses short of completing the requirements for an Associate degree approved for GenEd/Core-to-GenEd Transfer, from a partner community college with which Temple has a GenEd/Core-To-GenEd Transfer agreement.

#### **The student can be advised at Temple as a GenEd/Core-to-GenEd Transfer student under the following conditions:**

1. The student needs no more than two courses to complete the Associate degree.
2. The community college agrees to accept Temple courses in transfer to complete the degree requirements.
3. Temple's Associate Vice Provost for Undergraduate Studies approves the exception and issues a written agreement.
4. The student successfully completes the required course(s) at Temple in her/his first semester.
5. The student transfers the courses back to the community college and receives the Associate degree as soon as possible.
6. The degree posted on the community college transcript is an eligible for GenEd/Core-to-GenEd Transfer.
7. The student provides an official transcript reflecting the conferral of the Associate degree to Temple's Associate Vice Provost for Undergraduate Studies upon completion of the degree at the community college.

#### **Steps:**

1. The student meets with his/her advisor at Temple University and registers for classes.
2. The student receives approval from the community college to complete his/her Associate degree using one or two courses from the first semester roster at Temple.
  - a. The community college gives the student correspondence stating its agreement to this exception and indicates the course(s) that can be used to complete the degree. This document must be on file in the Office of the Senior Vice Provost for Undergraduate Studies, Temple University, Conwell Hall, Room 500, 1801 N. Broad Street, Philadelphia, PA, 19122.
3. The Associate Vice Provost upon receiving the document from the community college will add a note to the advising database stating the conditions of the exception and will complete an approval memo to send electronically to the student and to the student's advisor.
4. Upon receipt of the approval memo, the advising office will advise the student conditionally under the terms of the GenEd/Core-to-GenEd transfer agreement. (However, the student's DARS will indicate 45+ GenEd.)
5. In order to change from conditional GenEd/Core-to-GenEd to officially GenEd/Core-to-GenEd, **the student** must
  - a. request a Temple transcript be sent to the community college and complete any necessary steps for the Associate degree to be conferred.
  - b. and then request that the final transcript be sent from the community college to the Office of the Senior Vice Provost for Undergraduate Studies Office at Temple University, 500 Conwell Hall, 1801 N. Broad Street, Philadelphia, PA 19122. When this transcript is received and the degree eligibility is confirmed, the GenEd/Core-to-GenEd status will be posted by the Office of the Senior Vice Provost for Undergraduate Studies.
6. The Associate Vice Provost may modify the agreement and its conditions if warranted by unusual circumstances.

**NOTE:** *This is an academic, not an admissions policy, and does not apply to the Temple-community college Dual Admissions program. A student must receive the Associate degree prior to matriculation at Temple University to be eligible for Dual Admissions.*