

# MassTransfer

In June 2008, the Department of Higher Education accepted the Final Report from the Commonwealth Transfer Advisory Group which included a new statewide transfer policy: MassTransfer. MassTransfer seeks to provide a broad population of students with straightforward and understandable options toward the completion of associate and baccalaureate degrees, clearing the way for student access and student success in the Massachusetts public higher education system.

Students planning to transfer to one of the participating state-supported universities or colleges in Massachusetts are eligible for MassTransfer. MassTransfer provides community college graduates who complete designated associate degrees with the benefits of the full transfer and applicability of credit, guaranteed admission and a tuition discount. MassTransfer also provides students in the Massachusetts public higher education system the intermediate goal of completing a portable general education transfer block of 34 credits which satisfy the general education/distribution/core requirements across public institutions.

Detailed information pertaining to MassTransfer may be found at [www.mass.edu/masstransfer](http://www.mass.edu/masstransfer).

## MassTransfer Appeal Policies

### **Transfer In**

An incoming transfer student may request that the registrar re-evaluate the student's transcript. As part of this request the student may submit additional information such as a course syllabus, or other course materials. If the student is not satisfied after the transcript is re-evaluated, he/she may request that the appeal proceed to Level Two.

The student submits a written appeal to one of the Deans of Academic and Student Affairs. Supporting documents must be submitted. The Dean will consult with academic departments. The Dean will reply in writing to the student within ten (10) working days. If the appeal is not resolved to the satisfaction of the student at this level or the student has not received a reply within ten (10) working days, she/he may take the appeal to Level Three.

The student submits the written appeal, with supporting documentation, to the Vice President of Academic and Student Affairs. The Vice President will investigate the appeal and deliver a decision to the student within ten (10) working days. A transfer appeal will proceed no further than Level Three; the Vice President of Academic and Student Affairs has the final say.

### **Transfer Out**

The following process will be utilized if a student has a complaint about how the benefits of Mass Transfer have been applied in the transfer process to another state institution. Initially, the student appeals to the Transfer contact person at the state college or university and follows that college's appeal process. If the appeal is not resolved to the student's satisfaction, the student may present the transcript evaluation and the reason for appeal to the transfer advisor at CCCC. The CCCC transfer advisor will contact the state college or university and try to resolve the appeal. The CCCC transfer advisor will respond to the student in a reasonable period of time, not to exceed twenty (20) working days. If the issue is still not resolved to the student's satisfaction, the student with the assistance of the CCCC Transfer Advisor may submit the appeal to the state Subcommittee for Appeals.