



COUN 105 - Planning for Transfer Success Course Outline

Approval Date: 04/11/2019

Effective Date: 08/12/2019

SECTION A

Unique ID Number CCC000232630

Discipline(s) Counseling

Division Counseling

Subject Area Counseling

Subject Code COUN

Course Number 105

Course Title Planning for Transfer Success

TOP Code/SAM Code 4930.10 - Job-Seeking/Changing Skills / E - Non-Occupational

Rationale for adding this course to the curriculum Recommended textbook added. SLO updates.

Units 1.5

Cross List N/A

Typical Course Weeks 18

Total Instructional Hours

Contact Hours

Lecture 27.00

Lab 0.00

Activity 0.00

Work Experience 0.00

Outside of Class Hours 54.00

Total Contact Hours 27

Total Student Hours 81

Open Entry/Open Exit No

Maximum Enrollment

Grading Option Letter Grade or P/NP

Distance Education Mode of Instruction On-Campus
Hybrid
Entirely Online

SECTION B

General Education Information:

SECTION C

Course Description

Repeatability May be repeated 0 times

Catalog Description An introduction to the transfer process designed to assist students in planning their long-term educational goals. Students will gain an understanding of transfer requirements, the application of admission process, degrees offered, financial aid, scholarships, housing and supportive services, which will help the student choose the "right college."

Schedule Description

SECTION D

Condition on Enrollment

1a. **Prerequisite(s):** *None*

1b. **Corequisite(s):** *None*

1c. **Recommended:** *None*

1d. **Limitation on Enrollment:** *None*

SECTION E

Course Outline Information

1. Student Learning Outcomes:

- A. Students will understand transfer options and how to research transfer institutions.
- B. Students will have educational plans which prepare them to transfer to a variety of institutions.

2. Course Objectives: Upon completion of this course, the student will be able to:

- A. Describe and compare the American system of higher education and California's four (4) systems of higher education.
- B. Identify courses required for university admission requirements, major preparation and options for general education requirements.
- C. Describe and compare transfer admission requirements of CSU, UC and the Independent college system.
- D. Research, evaluate and choose colleges that fit their goals and major.
- E. Design an educational plan for transfer that includes obtaining an A.A. degree.
- F. Complete an application for the UC, CSU system and/or Independent College(s).
- G. Understand the financial aid process, different financial aid sources, scholarships and loans.
- H. Utilize campus resources for effective decision making such as the Transfer and Career Center, Student Support Services and the college library.
- I.

3. Course Content

- A. Overview of the American Higher Education system and California's four systems of higher education
 - a. California Community Colleges
 - b. California State Universities
 - c. Universities of California
 - d. Independent Colleges and Universities
 - e. Out-of-State Colleges and Universities

- B. Transfer admission requirements to UC, CSU, and Independent colleges
 - a. Transferable credit/unit requirements
 - b. Grade point average in transferable courses
 - c. Lower division course preparation for the major
- C. Articulation agreements with four-year institutions
- D. Transfer Admission agreements with four-year institutions
- E. Factors to consider in choosing a college
 - a. Environmental standards such as campus size, location and climate
 - b. Academic programs
 - c. Costs
 - d. Extracurricular Activities
 - e. Housing and community
- F. Educational planning for transfer and meeting Napa Valley College's Associate Degree requirements
- G. Application process to the UC, CSU, and/or Independent colleges/universities
 - a. Application Forms
 - b. Criteria
 - c. Deadlines
 - d. Personal statement
- H. Overview of Financial Aid
 - a. Application and eligibility for Financial Aid
 - b. Types of Financial Aid
 - c. Sources of Financial Aid
- I. Using college catalogs, Internet websites and campus resources
- J.

4. Methods of Instruction:

Discussion: In groups, discuss primary systems of higher education, compare and contrast the primary systems, and apply this to case studies of students wanting to transfer.

Lecture: Present information regarding the higher education system in California.

Visiting Lecturers: Campus representatives, members of specific occupations

Other: group work, role plays. Examples: Instructor will give an overview lecture of the primary systems of higher education. In groups, students will discuss primary systems, their similarities and differences, and apply them to case studies of students who are planning to transfer.

Online Adaptation: Discussion, Individualized Instruction, Lecture

3. Methods of Evaluation: Describe the general types of evaluations for this course and provide at least two, specific examples.

Typical classroom assessment techniques

Exams/Tests -- GRADE WILL BE BASED UPON: Reading and writing assignments, class exercise, quizzes and exams. Examples: Students will be asked to write an educational plan based on the research and reading they have conducted on college choices. They will also write a summary paper describing their plan for transfer, and the types of activities they have participated in to conduct a thorough search for transfer colleges and college majors.

Quizzes -- GRADE WILL BE BASED UPON: Reading and writing assignments, class exercise, quizzes and exams. Examples: Students will be asked to write an educational plan based on the research and reading they have conducted on college choices. They will also write a summary paper describing their plan for transfer, and the types of activities they have participated in to conduct a thorough search for transfer colleges and college majors.

Class Work -- Grade will be based on: In class exercises researching transfer requirements and campus features.

Home Work -- Grade will be based on: Reading with written response papers.
Final Exam -- GRADE WILL BE BASED UPON: Reading and writing assignments, class exercise, quizzes and exams. Examples: Students will be identify transfer resources that they learned in the class and discuss future goals and action items.

Letter Grade or P/NP

4. Assignments: State the general types of assignments for this course under the following categories and provide at least two specific examples for each section.

A. Reading Assignments

Examples:

1. Read and research catalogs from the top three colleges the student is interested in applying to for Transfer. Upon completion of the research, the students will write five questions s/he needs to know about each university s/he still needs to investigate.
2. Read the article on "How to Successfully Transfer to a Four Year University from a Community College" and write a reflection on how tips from the article can assist them personally in the transfer process.

B. Writing Assignments

Written assignments related to readings and in-class exercises

1. Online research on college majors, with a detailed report on their top three college majors and why these majors are a good career/college major choice.
2. Completed application accounts and/or college application essay as outlined by the University of California system.

C. Other Assignments

Not applicable

5. Required Materials

A. EXAMPLES of typical college-level textbooks (for degree-applicable courses) or other print materials.

Book #1:

Author: Sherfield, Robert and Moody, Patricia
Title: Cornerstones for Community College Success
Publisher: Pearson
Date of Publication: 2012
Edition:

Book #2:

Author: Jiang, Jia
Title: Rejection Proof
Publisher: Harmony Books
Date of Publication: 2015
Edition:

B. Other required materials/supplies.

- Information and materials on file in the Transfer Center, Career Center, Counseling Center and Library. Information found on the Internet and the World Wide Web
- "Courage To Learn" was published by a California community college Counselor and Instructor as a manual for students looking to transfer. The book was published by Course to Learn Press in July 2015; currently, this is the only available edition.
- In the professional judgment of the division faculty, the instructional materials used in this course cover the content and subject matter of this course at a college level and

meet the learning skills criteria as set by Napa Valley College. The McCarthy Library/LLRC has adequate materials, print and non-print, to support this course.

- List the recommended or equipped text and/or other reference materials:
 - "Answers for Transfers," University of California, Oakland, CA Office of the President, UC 2011
 - "Campus Highlights," California State University, 2011-2012, CSU Long Beach, CA
 - "California Independent Colleges and Universities, (The Guide)," 2011-2012, Sacramento, CA