



## TRANSFERRING TO ALBRIGHT COLLEGE

## **Thank you for considering Albright for your transfer needs.**

Albright College is a great place to continue your education.

It provides exceptional advantages and opportunities for transfer students:

- **Strong & Flexible Academic Programs:** Whatever your academic and career interests, Albright probably can meet your needs. We have 30 majors, seven combinable majors, four pre-professional programs and three cooperative programs. To help sort out the best option, you will be assigned a faculty advisor with the training, time and interest to guide you and serve your individual needs.
- **Comprehensive Career Guidance:** Our graduates leave with the skills, confidence and support to succeed in the workplace and graduate school. The support they receive includes the services of our Career Development Center. Our career counselors are always available, beginning the day you arrive at Albright and continuing throughout your lifetime. For example, they are available to graduates seeking guidance during a mid-life career change.
- **Strong Financial Support:** Excellence is not cheap, and that is certainly true of an Albright education. However, the College is affordable because of generous financial support available to all transfer students with demonstrated financial need, plus merit-based scholarships to those transfer students with records of strong academic achievement.

As a prospective transfer student, the most important thing to remember about Albright is that all programs and services are available on an equal basis, whether it is majors, courses, financial aid, scholarships, housing, career services – everything.

If you have not already done so, we recommend that you visit campus as the best way to find out if Albright meets your transfer needs. While here, you may tour the campus, talk with the transfer coordinator, attend a class and/or meet with a professor.

We look forward to helping you make a smooth and successful transition to Albright College. For more information or to arrange a campus visit, please call (800) 252-1856.

### **Transfer Admission:**

Transfer admission is available for both the fall or spring semesters. Our application deadline for the fall semester is August 15, and December 15 for the spring semester (that begins in late January). Transfers may enter one of Albright's Summer Sessions. If interested in this option, please contact Albright's transfer coordinator for more details.

A credit evaluation is completed when your application is reviewed. Admitted students are notified in writing about transfer credits. Questions regarding specific courses or credits should be referred to the transfer coordinator.

### **Application Instructions:**

1. Complete the enclosed application carefully and return it, with a non-refundable \$25.00 application fee to Albright College, P.O. Box 15234, Reading, PA 19612-5234. Note: We recommend that you make a photocopy of the application for your files.
2. Provide an essay or writing sample. You may submit either a graded college essay assignment (two page minimum) or write an essay on a topic of your choice (one page minimum).
3. Provide an official transcript of **all** previous college course work. Note: A high school transcript (including SAT or ACT scores) is required if less than eight college courses have been completed at the time of your application.

*(continued on inside back cover)*

# Transfer Application for Admission

## Student Information



Name \_\_\_\_\_  
(last name) (first name) (middle name) (Jr., etc.)

Male  Female Preferred Name \_\_\_\_\_

Are you applying for the  fall semester or  spring semester?

Housing preference:  on-campus residence  commuting

Will you be applying for financial aid?  Yes  No

Date of birth \_\_\_/\_\_\_/\_\_\_ Social Security # \_\_\_\_\_

Permanent home address \_\_\_\_\_  
(number & street)

\_\_\_\_\_  
(city) (state) (zip)

Address to which correspondence should be sent (if different from above)

\_\_\_\_\_  
(number & street)

\_\_\_\_\_  
(city) (state) (zip)

Permanent home phone (\_\_\_\_\_) \_\_\_\_\_  
(area code)

Mailing address phone (\_\_\_\_\_) \_\_\_\_\_  
(area code)

E-mail address \_\_\_\_\_@\_\_\_\_\_

AIM screen name \_\_\_\_\_

Citizenship  US citizen  Dual US citizen with \_\_\_\_\_

US Permanent Resident visa; citizen of \_\_\_\_\_

Other citizenship \_\_\_\_\_/  
(country) (type of visa)

Who has been influential in your decision to apply to Albright College? \_\_\_\_\_

What do you like about Albright that influenced your decision to apply? \_\_\_\_\_

### The following items are optional:

Place of birth \_\_\_\_\_  
(city) (state) (country)

First language, if other than English \_\_\_\_\_ Language spoken at home \_\_\_\_\_

If you wish to be identified with a particular ethnic group, please check all that apply

African American/Black  Hispanic/Latino (country \_\_\_\_\_)

American Indian/Alaskan Native  Mexican American/Chicano

(tribal affiliation \_\_\_\_\_ enrolled \_\_\_\_\_)  Native Hawaiian/Pacific Islander

Asian American  Puerto Rican

(country of family's origin \_\_\_\_\_)  White or Caucasian

Asia/Indian Subcontinent (country \_\_\_\_\_)  Other (Specify \_\_\_\_\_)

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## Family

Mother's full name \_\_\_\_\_ Father's full name \_\_\_\_\_

Is she living?  Yes  No

Is he living?  Yes  No

Home address (if different from yours)

Home address (if different from yours)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Occupation \_\_\_\_\_  
(describe briefly)

Occupation \_\_\_\_\_  
(describe briefly)

Name of business/organization \_\_\_\_\_

Name of business/organization \_\_\_\_\_

College (if any) \_\_\_\_\_

College (if any) \_\_\_\_\_

If not with both parents, with whom do you make your permanent home? \_\_\_\_\_

Please check if parents are  married  separated  divorced (date \_\_\_/\_\_\_/\_\_\_)  other \_\_\_\_\_

Please give names and ages of your brothers and sisters. If they have attended college, give the names of the institutions. \_\_\_\_\_

\_\_\_\_\_

Please give the name and approximate date of graduation of any relatives who attended Albright College. \_\_\_\_\_

\_\_\_\_\_

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## School Information

College or university you now attend \_\_\_\_\_ Date of entry \_\_\_/\_\_\_

Address \_\_\_\_\_  
(city) (state) (country, if not U.S.) (zip code)

List any other colleges or universities you have attended:

Name \_\_\_\_\_ Address \_\_\_\_\_ Dates \_\_\_\_\_ - \_\_\_\_\_  
city & state from to

Name \_\_\_\_\_ Address \_\_\_\_\_ Dates \_\_\_\_\_ - \_\_\_\_\_  
city & state from to

If not currently in college, please check here  Describe in detail, on a separate sheet, your activities since last enrolled.

High school \_\_\_\_\_ Date of high school graduation? \_\_\_\_\_

Address \_\_\_\_\_  
(city) (state) (country, if not U.S.) (zip code)

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### Applicant Information

Please complete the Applicant Information below and give this form to the Dean of Students or Registrar at your current or most recent college or university.

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
*(last name) (first name) (middle name) (Jr., etc.)*

Home address \_\_\_\_\_  
*(number & street)*  
\_\_\_\_\_  
*(city) (state) (zip)*

Permanent home phone (\_\_\_\_\_) \_\_\_\_\_ Phone at mailing address (\_\_\_\_\_) \_\_\_\_\_  
*(area code) (area code)*

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### College or University Information

To be completed by the Dean of Students or Registrar at the student's current or most recent college or university.

1. Is the student in good academic and social standing at your institution?  Yes  No  
If no, please use the back of this form for additional comments.
2. Has the student been subject to disciplinary action while enrolled at your school?  Yes  No  
If yes, please use the back of this form for additional comments.
3. Is there anything else you would like to add about the candidate?  Yes  No  
If yes, please use the back of this form for additional comments. If you prefer to offer your comments over the phone, please check here
4. Resources used:  Records  Personal contact

Name \_\_\_\_\_ Title \_\_\_\_\_

College or University \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_  
*(number & street)*

\_\_\_\_\_  
*(city) (state) (zip)*

Signature \_\_\_\_\_ Date \_\_\_\_\_

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## **Additional Comments**

The space below may be used to provide additional information.

### Applicant Information

Fill in your name and address below; then give this form and a stamped envelope, addressed to Albright College, to a professor who has taught you.

Student's name \_\_\_\_\_ Social Security # \_\_\_\_\_  
(last/family) (first) (middle name) (Jr., etc.) (optional)

Address \_\_\_\_\_  
(street) (city) (state) (country, if not U.S.) (zip code)

### Professor

We are grateful for your assistance on behalf of this applicant. We are interested in what you think is important about the applicant's academic and personal qualifications for college. If you prefer, you may submit a letter of recommendation in lieu of this form.

Professor's name (please print or type) \_\_\_\_\_

College/University \_\_\_\_\_ City & state \_\_\_\_\_

Position/Department \_\_\_\_\_ Telephone # (\_\_\_\_\_) \_\_\_\_\_

### Background Information

List the course(s) you have taught this student: \_\_\_\_\_  
 \_\_\_\_\_

How long have you known the applicant, and in what context? \_\_\_\_\_

What are the first words that come to your mind to describe the applicant? \_\_\_\_\_  
 \_\_\_\_\_

### Rating

	Outstanding (Top 2 - 3%)	Excellent	Good	Average	Below Average	No Basis for Judgment
Creative, Original Thought						
Motivation						
Independence, Initiative						
Intellectual Ability						
Academic Achievement						
Written Expression of Ideas						
Effective Class Discussion						
Disciplined Work Habits						
Potential for Growth						

*(over, please)*

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We welcome information that will help us to differentiate this student from others. Please write whatever you think is important about this student, including a description of academic and personal characteristics.

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## College or University Information

I recommend this candidate for admission to Albright College:

	Enthusiastically	Strongly	Fairly Strongly	Without Enthusiasm
For academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For character and personal promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall recommendation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature \_\_\_\_\_ Date \_\_\_\_\_

Is there anything else you would like to add that would help us to evaluate the student's academic qualifications and potential for success? No  Yes  If yes, where and when can you be reached?

Phone: (\_\_\_\_\_) \_\_\_\_\_ Best time to call: \_\_\_\_\_  
(area code)



## College Plans

List, in order of choice, your possible area(s) of academic interest. If undecided, list "Alpha" first. (These are not binding choices.)

1. \_\_\_\_\_ 2. \_\_\_\_\_

**Note:** \* An asterisk indicates a combinable major, which must be combined with another major.  
\*\* Two asterisks indicate a pre-professional program.  
\*\*\* Three asterisks indicate a special program/minor.

Alpha <i>(special program for undecided students)</i>	English	Public Administration & Policy Analysis ***
Accounting	Environmental Science *	Religious Studies
Accounting • Economics • Finance	Environmental Studies	Sociology • Anthropology • Criminology • Family Studies • General Sociology
American Civilization	European Studies ***	Spanish
Art	Fashion Merchandising & Design	Theatre
Art History ***	Film/Video ***	Women's Studies *
Biochemistry	French	
Bio-Cultural Anthropology ***	History	
Biology • Biotechnology • General Biology	Holocaust Studies ***	
Business Administration • Economics • Finance • International Business • Management • Marketing	Information Systems	<b>Cooperative Programs:</b>
Chemistry • Environmental Chemistry • General Chemistry	International Relations	Forestry
Child & Family Studies	Latin American Studies	Environmental Studies
Communications	Marine Science ***	Natural Resource Management
Computer Science	Mathematics	
Crime & Justice	Music * • Music Business • Music History • Music Performance	
Digital Media *	Music Business ***	
Economics	Optics *	
Education * • Art • Early Childhood • Elementary • Secondary • Special	Philosophy	
	Photography ***	
	Physics	
	Political Science	
	Pre-Dentistry **	
	Pre-Law **	
	Pre-Medicine **	
	Pre-Veterinary Medicine **	
	Psychobiology	
	Psychology • General Psychology • Human Resources	

## Signature

My signature below indicates that all information in my application is complete, factually correct and honestly presented.

Applicant's signature \_\_\_\_\_

Date \_\_\_\_\_

An application fee of \$25 must accompany this application. The fee covers processing costs and is not refundable or credited, whether or not the applicant is accepted and/or enrolls.

**Make checks payable to: Albright College.**

**Albright**  
COLLEGE

**Office of Admission**  
Thirteenth & Bern Streets  
PO Box 15234  
Reading, PA 19612-5234

Telephone: (800) 252-1856 • (610) 921-7512  
Fax (610) 921-7294  
Email [albright@alb.edu](mailto:albright@alb.edu)  
[www.albright.edu](http://www.albright.edu)

*Albright College is committed to a policy of equal opportunity and does not discriminate on the basis of race, religion, sex, age, national origin, sexual orientation, veteran status, marital status, or disability. This policy extends to all educational, service, and employment programs of the College.*

4. Detach and complete your section of the enclosed *Transfer Questionnaire* form and submit it to the appropriate official at your current or most recent college or university.
5. Detach and complete your section of the enclosed *Professor Recommendation* form and give it to a professor who is familiar with you and your work. (If you have not completed one semester of college work at the time of application, you may ask a high school teacher from your senior year to write on your behalf.) The professor or teacher may write a personal letter or use the enclosed form. If you have been out of college for more than two years, you may submit a recommendation from an employer or other person with significant insight into your educational and/or professional potential instead of a professor.

### **Albright Graduation Requirements:**

Albright College operates on a course unit, not a credit hour, system. All Albright courses are considered equal to all others, and a student must complete 32 course units to graduate. When transferring, three, four & five credit hour courses are considered equivalent to one Albright course unit. One and two credit hour courses do not transfer to Albright.

To graduate from Albright College, a student must:

- Complete 32 course units, at least 16 of which must be taken at Albright;
- Complete the requirements within your major; and,
- Complete 15 General Education courses.
  - **English Composition** (2 courses required)
  - **Fine & Performing Arts** (1 course required in art, theatre or music)
  - **Foreign Language** (1 - 3 courses required. Native speakers of a foreign language and those with a documented learning disability may be exempted.)
  - **Humanities** (4 courses required from three or more areas: literature, history, philosophy or religious studies)
  - **Interdisciplinary Studies** (1 course required that spans two disciplines)
  - **Natural Science** (1 lab course required in biology, chemistry, environmental science, optics or physics)
  - **Quantitative Reasoning** (1 course required in mathematics or statistics)
  - **Social Sciences** (2 courses required from two areas: economics, political science, psychology, sociology or anthropology)

#### **Contact Information:**

Telephone: (800) 252-1856 or (610) 921-7512

Fax: (610) 921-7294

E-mail: [transfer@alb.edu](mailto:transfer@alb.edu)



# Albright

COLLEGE

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