



## DEGREE COMPLETION & TRANSFER GUIDE FOR COLORADO STUDENTS, PARENTS, SCHOOL COUNSELORS AND ADVISORS

### I. If you know which associate or bachelor degree you want to complete and where:

**Best choice if starting at a university:** Talk to an advisor or the Admissions Office at the institution you want to attend. Ask for a list of the degree's required coursework and a 2- or 4-year plan/graduation schedule. Do not deviate from the plan unless your advisor customizes the plan to suit your individual needs. Keep a record of what the advisor said and all documentation.

**Best choice if starting at a community college and transferring:** Talk to advisors at both the community college where you will start and the university where you will finish. If there is a Statewide Transfer Articulation Agreement for your degree, follow it ([click here for Agreements](#)). If you know what university to which you will transfer, follow the Institutional Transfer Guide from that university to ensure you choose the right courses as part of your associate degree at the community college ([click here for Transfer Guides](#)). Keep a record of what the advisors said and all documentation.

**Second best choice:** Talk to advisors at any community college or university you plan to attend. Ask them to put in writing which courses you should take and when you should take them (and when you should transfer, if applicable) to be able to complete your chosen degree(s) in the shortest amount of time. Make sure the advisors agree with one another on the best options for you. Keep a record of what the advisors said and all documentation.

### II. If you don't know which associate or bachelor degree you want to complete:

**Best choice:** Talk to an advisor at the college or university you will attend. If you think you may go into a Liberal Arts & Sciences degree (such as English, Biology or Psychology), then start with the gtPathways courses (general education). These courses form the core of most degrees and are guaranteed to transfer between all public colleges and universities ([click here for gtPathways](#)). If you think you might go into engineering, nursing, business, music education, or computer science, meet with an advisor because these degrees often do not require gtPathways courses ([click here for a list of degrees that do not contain gtPathways](#)). Best advice is to choose the degree you are most interested in and to take the courses your advisor lays out for you. If you need help choosing a degree, meet with an advisor or career counselor to guide your choice. Keep a record of what the advisor said and all documentation.

### III. Students have the right to:

1. Clear and consistent advising (but it's your responsibility to be proactive and meet with your advisor);
2. Complete their associate of arts and associate of science degree programs in no more than sixty credit hours (2 years) or their baccalaureate programs in no more than one hundred twenty credit hours (four years), unless there are additional degree requirements recognized by the CCHE;
3. Know which courses are transferable among the state public community colleges and universities;
4. Receive full course credits for the core courses they successfully test out of, free of tuition for those courses;
5. Ask if they can receive credit for any prior learning experiences;
6. Transfer gtPathways coursework for up to 10 years; and
7. File transfer-related complaints with the [Colorado Department of Higher Education](#).



#### **IV. Resources and Links**

gtPathways courses: <http://highered.colorado.gov/Academics/Transfers/gtPathways/curriculum.html>

Statewide Transfer Articulation Agreements:

<http://highered.colorado.gov/Academics/Transfers/Students.html>

Institutional Transfer Guides: <http://highered.colorado.gov/Academics/Transfers/Guides/default.html>

Associate Degree in Nursing to Bachelor of Science in Nursing transfer guide:

<http://highered.colorado.gov/stats/track.asp?mtr=/Academics/Transfers/Guides/RN-BSN-MSNComparisonTable.pdf>

File a transfer related complaint: <http://highered.colorado.gov/Academics/Complaints/default.html>

College in Colorado: [www.collegeincolorado.org](http://www.collegeincolorado.org)

Public colleges and universities in Colorado that participate in state guaranteed transfer:

<http://highered.colorado.gov/Academics/Colleges/publics.asp>

Search for degree and certificate programs by institution: <http://highered.colorado.gov/Data/Degrees.aspx>

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