



Transfer Guide

Contact

Willie Wong
Associate Director of Admission
Transfer Coordinator
1536 Hewitt Avenue
MS-1930
St. Paul, MN 55104
(651) 523-2207
wwong01@hamline.edu
www.hamline.edu/undergraduate/admission/transfer/index.html

HAMLINE UNIVERSITY

- Private liberal arts university made up of five schools
 - College of Liberal Arts
 - School of Business
 - School of Education
 - School of Law
 - Graduate School of Liberal Studies
- Located in the Twin Cities
- Extraordinary hands-on personal education
- 95% of professors hold a PhD or the highest degree in their field
- All classes are taught by professors
- Faculty based advising
- 14/1 faculty to student ratio
- Small classes
- Leadership development
- Service Learning
- Internships, Honors Research, Collaborative Research
- Nationally recognized Hamline Plan Curriculum
- Comprehensive Career Development Center
- Prospective career and internships with Fortune 500 companies, law firms, medical hospitals and clinics, city, county, and state government, education, etc.
- Preparation for Law School, Medical School, Graduate School
- Diverse student body from 35 states and 62 countries
- 24% of students are multicultural
- Over 80 student organizations
- Opportunities for Arts / Theatre / Entertainment / Sports / Dining / Culture / Parks & Recreation

Make a change and transfer to Hamline University. Join a diverse group of scholars driven by curiosity and collaboration. Nearly 25% of Hamline undergraduates transferred from two- or four-year colleges and universities. We value your experience and contributions to our classrooms and community. Work one-on-one with top ranked professors. Explore internships, collaborative research, and study abroad. Pursue your talents and discover new ones. Bring your ideas and explore your strengths. At Hamline you direct your destiny, we provide the momentum.

Choose from more than 50 areas of study:

Accounting	Conflict Studies	International Business	Pre-Engineering
African-American Studies	Creative Writing	International Journalism	Pre-Health Professions
Anthropology	Criminal Justice	Italian	Pre-Law
Art (Studio Art)	East Asian Studies	Latin American Studies	Pre-Medicine
Art History	Economics	Legal Studies	Psychology
Athletic Training	Education	Linguistics	Public Service
Biochemistry	English	Management	Religion
Biology	Environmental Studies	Marketing	Social Justice
Business	Exercise & Sports Science	Mathematics	Social Studies
Chemistry	Finance	Music	Sociology
Chinese	Forensic Science	Paralegal	Spanish
Coaching	French	Physical Education	Theater Arts
Communication Studies	German	Physics	Urban Studies
Computational Science	Global Studies	Philosophy	Women Studies
Computer Science	History	Political Science	

Application Process and Deadlines

Applications for admission are online at www.hamline.edu/undergraduate/admission/apply/index.html. There is no application fee. We recommend you provide us with a personal statement along with your application.

Ask your college/university registrar to send us an official transcript, including a list of current courses. The transcript should be sent directly from your school. If you have attended other colleges/universities, ask those schools to send us official transcripts.

We encourage you have a professor or your college advisor provide us with a written recommendation.

Application Deadlines

Fall Term: Priority Admission (early registration)	March 1
Fall Term: Regular Admission	August 15
Spring Term:	January 15

Admission Review Process and Criteria

Hamline carefully reviews your college (and high school if requested) transcript(s), course selection, grades, cumulative GPA, personal statement, activity list, and recommendations. Although admission interviews are not required of all applicants, we encourage you to visit campus and meet with a transfer counselor to discuss your application.

Your core academic courses (social science, natural science, humanities, fine arts) and grades are the best predictors for success in Hamline’s learning community. We look for consistency, improvement, and rigor of courses. The admission review process is thorough and holistic. You may provide supporting statements to help us better understand your application file and special circumstances.

Academic Calendar

Hamline follows a 4:1:4 academic calendar. During each of the 14 week fall and spring terms, students have a normal schedule of three to four courses. One course may be taken during the optional four week January term. Fractional courses may be added to the normal load. Full-time students have a typical schedule of eight courses or 32 semester credits over the academic year.

Financial Aid / Scholarships

A Hamline University education is an investment that will change your life. Consider how your life will be different having had the opportunity to discover and explore your academic interests; to travel the world, studying new cultures and languages; and to make life-long friends, mentors, connections, and memories. As the only U.S. News “Great School, Great Price” university in its class in Minnesota, you can be assured that a Hamline education is not only a sound investment, but a great value. We are proud to offer competitive financial aid and scholarship opportunities to our students, and we will work with you and your family to make sure Hamline stays affordable until you graduate. Hamline is the largest single source of scholarship and grant assistance for its undergraduate students. Scholarships and grants are generous gifts from Hamline alumni, friends, and the University Financial Aid Fund; they are not repaid.

On average, Hamline offers families a financial aid package of \$24,321. Overall 96% of families receive financial aid (grants, scholarships, loans, work-study, etc.) and 92% of families receive Hamline grants and/or scholarship aid, either need- or merit-based.

Scholarships

Presidential Fellowships	<p>Presidential Fellowships will be awarded to students transferring from community or junior colleges. These students have demonstrated a strong academic achievement and community involvement. Fellowship recipients participate in several academic, cultural, and social activities designed to enrich their college experience and the overall Hamline community. Presidential Fellowships replace the Phi Theta Kappa or Academic Achievement scholarships</p> <p>Qualifications</p> <ul style="list-style-type: none"> • 3.6 / 4.0 cumulative GPA based on two years of full-time work at a community / junior college • 56 transferable credits completed by enrollment • \$12,000 to \$18,000 – scholarship selection committee determines the specific award amount • Full-time enrollment • Deadline: April 1 for fall semester – November 15 for spring semester • Renewable for one additional year for students maintaining a 3.00 GPA
Phi Theta Kappa Scholarship (PTK)	<p>Qualifications</p> <ul style="list-style-type: none"> • Current Phi Theta Kappa member • Cumulative GPA: <ul style="list-style-type: none"> ○ 3.00 – 3.29 \$5,500 ○ 3.30 – 3.49 \$7,000 ○ 3.50 – 3.74 \$8,500 ○ 3.75 – 4.00 \$10,000 • Full-time enrollment • Deadline: none • Renewable with satisfactory academic progress for up to six total semesters
Academic Achievement Scholarship	<p>Qualifications</p> <ul style="list-style-type: none"> • 24 transfer credits completed by enrollment • Students with less than 24 transfer credits will be considered for first-year scholarships based on their high school academic record • Cumulative GPA: <ul style="list-style-type: none"> ○ 3.00 – 3.29 \$4,500 ○ 3.30 – 3.49 \$6,000 ○ 3.50 – 3.74 \$7,500 ○ 3.75 – 4.00 \$9,000 • Full-time enrollment • Deadline: none • Renewable with satisfactory academic progress for up to six total semesters

Other Scholarships: - Music - Science - Theater - Writing	Qualifications <ul style="list-style-type: none"> • Students who demonstrate interest and aptitude and/or an exceptional audition or writing sample • Amounts: <ul style="list-style-type: none"> ○ Music \$5,000 ○ Science \$3,000 ○ Theater \$3,000 ○ Writing \$3,000 • Deadline: February 1 • Renewable for one to three additional years
Robbins Eagle Scout / Gold Award Scholarships	Qualifications <ul style="list-style-type: none"> • Received the highest honor from the Boy Scouts or Girl Scouts of America • \$3,000 • Deadline: February 1 • Renewable for one to three additional years
Hamline University Heritage Award	Qualifications <ul style="list-style-type: none"> • Parent, grandparent, or sibling is a Hamline alumnus/a • \$2,000 • Deadline: none • Renewable for one to three additional years

The HAMLIN PLAN Curriculum and Graduation Requirements

The foundation of Hamline’s liberal arts education is the Hamline Plan. The Hamline Plan is a nationally recognized core curriculum. It prepares you for post-college success by developing your cultural awareness and writing, speaking, and technological skills. Designed to provide practical applications of a theory-based education, the interdisciplinary Hamline Plan requires students to conduct independent studies, participate in internships and apprenticeships. For the student who seeks a true liberal arts education, the Hamline Plan offers a wide and ever-changing array of learning opportunities.

Every student must fulfill the academic requirements of the Hamline Plan in order to graduate. Rather than defining a set number of courses, the Hamline Plan sets out areas that must be fulfilled by graduation time. All departments offer Hamline Plan courses, and many courses fulfill more than one requirement.

The goals of the Hamline Plan are for the student to capably:

1. Understand the Liberal Arts tradition
2. Communicate effectively in writing
3. Communicate effectively in speaking
4. Use computers as tools
5. Reason logically
6. Understand the various disciplines and how they interact
7. Become aware of cultural, gender, minority, and age issues
8. Work independently
9. Understand the world of work
10. Display depth of knowledge in one area

NOTE: some courses will fulfill more than one requirement.

First-Year Seminar (FYSem)

Transfer students are exempt from this requirement unless special circumstances are determined in the admissions process.

Expository Writing (E)

This requirement is generally fulfilled by ENG 1110: Writing and Reading Texts, which must be completed during the first year at Hamline. AP or IB English credits will count for credit toward the degree.

Transfer students may fulfill this requirement if they transfer in a course equivalent to ENG 1110: Writing and Reading Texts. If you are granted credit for a PSEO or College in the Schools (CIS) English composition course, this will generally satisfy your first-year writing requirement. If you have taken college courses through a PSEO program, you must have your transcript sent to Hamline to be evaluated for transferability.

Writing Intensive (T)

A minimum of one writing-intensive course is required each year a student is in attendance. For students who begin as first-year students at Hamline, ENG 1110 (E) is considered the writing-intensive course for the first year. Students who do not complete a writing-intensive course during a year may complete an extra writing-intensive course the following year; however, the reverse does not apply, i.e., students who take two writing-intensive courses in one year may not apply one to a subsequent year.

One writing-intensive course is required within the major department; if double majors are declared, one in each major department must be completed.

Exception: Students enrolled in a Hamline-approved off-campus program for a full year do not have to complete a writing-intensive course for that year.

Transfer students do not transfer writing-intensive courses to Hamline; however, one per year in attendance at Hamline is required. Transfer students needing six full-time (minimum of 12 credits) semesters to complete the Hamline degree must complete three writing-intensive courses in addition to satisfying the Expository Writing (E) requirement. Transfer students needing four or five full-time (minimum of 12 credits) semesters to complete the Hamline degree must complete two writing-intensive (T) courses in addition to satisfying the Expository Writing (E) requirement. Transfer students needing fewer than four full-time (minimum of 12 credits) semesters to complete the Hamline degree must complete one writing-intensive (T) course (and are encouraged to complete two) in addition to satisfying the Expository Writing (E) requirement. Transfer students who complete summer classes to accelerate graduation are not exempt from the above requirements.

Speaking Intensive (O)

Two speaking-intensive courses are required. These can be taken at any time and in any academic department.

Transfer students who transfer fewer than 64 semester credits are required to take two speaking-intensive courses. One speaking-intensive course can be transferred to Hamline; one must be taken at Hamline. Students transferring as juniors (64 or more semester credits) are required to take only one speaking-intensive course, but it must be taken at Hamline.

Computer Intensive (C)

One computer-intensive course is required. It can be taken at any time in any department. It is recommended that it be taken in the major department if possible.

Formal Reasoning (R)

One formal reasoning course is required. Formal reasoning courses can usually be found in Mathematics, Management & Economics, Philosophy, and Psychology courses.

Disciplinary Breadth

Two courses (typically four credits each) are required in each disciplinary breadth discipline below for a total of eight courses. Courses taken through the ACTC exchange program may not be used to fulfill these requirements.

Fine Arts (F) Two fine arts four-credit courses are required. Music performance, ensemble, or music lessons fine arts courses that are fewer than four credits must be taken enough times to equal eight credits in order to fulfill the fine arts requirement. Fine arts courses can usually be found in Studio Art, Art History, Music, Theatre Arts, and Anthropology. *Three-credit transfer courses may satisfy one fine arts requirement.*

Humanities (H) Two humanities courses are required. Humanities courses can usually be found in English, Modern Languages, Philosophy, and Religion.

Natural Science (N) Two natural science courses that include labs are required. Courses in Biology, Chemistry, and Physics all have year-long introductory sequences for majors. These three departments, as well as Anthropology, offer science courses designed for non-science majors. Students who have had the appropriate science background in high school are eligible to take the science major courses.

Social Science (S) Two social science courses are required. Social Science courses can usually be found in Anthropology, Communication Studies, Education, History, Legal Studies, Management & Economics, Political Science, Psychology, and Sociology.

Cultural Breadth (G, I, L)

There are three categories of cultural breadth:

(G) Gender, race, age, class, minority ethnic identity, ability, and sexual orientation

International issues

(L) Language and culture studies, sign language, study abroad

Students must take a total of three separate cultural breadth courses, from at least two different cultural breadth categories. If one course covers two cultural breadth categories, it may only be used to satisfy one cultural breadth requirement.

Individual Ability in Learning (Q)

One individual ability in learning course is required. An independent study, honors project, advanced seminar, or collaborative research project may also be used. Although this requirement is typically fulfilled by one of the ways listed, it is possible for a student (with the written agreement of a faculty member) to attach this requirement to any course, project, or internship.

Transfer students fulfill this requirement at Hamline under the direction of a Hamline faculty member.

LEAD: Leadership, Education, and Development (W)

One LEAD experience is required, but students are strongly encouraged to take more. This requirement provides a way to explore the connections among the liberal arts and work. Some ways the LEAD requirement may be fulfilled include traditional internships; LEAD (W) classes; LEAD-approved apprentice teaching, service-learning, collaborative research, or international internships; all HECUA (Higher Education Consortium for Urban Affairs) internships; and LEAD-approved student initiated and designed projects. All LEAD work must be done in consultation with a faculty member.

Transfer students fulfill this requirement at Hamline under the direction of a Hamline faculty member.

Major Requirements

A major is a field of concentration, ranging from 32-74 credits, depending on its requirements. At least 16 credits in a student's major must be taken at Hamline. A major must be declared by the end of the sophomore year. Students must be aware of the requirements for their major as outlined in the Hamline Bulletin and are expected to meet the major requirements that are in effect at the time they declare. Grades of C- or higher are required for all major courses, and the GPA for all major courses together must average 2.0 or better.

Transfer students must take at least 16 credits in their major at Hamline. Transfer students must meet with a faculty advisor upon arrival at Hamline to determine the transferability of their major courses. Written approval of major courses by the advisor is recommended as soon as possible after the first advising appointment. Advisors approving transfer work have the right to ask the student for course descriptions and have the option to defer the decision to the department chair.

Flexible curriculum option

The flexible curriculum option is offered for students who wish to develop a major or minor that is unique to their needs, but which satisfies the spirit and intent of Hamline's graduation requirements. Such a major or minor might involve a coherent interdepartmental sequence of courses that addresses a particular topic or theme.

The flexible curriculum option requires the approval of an appropriate Hamline faculty advisor and the Academic Affairs Committee. Students should be prepared to state why their proposal is important to their program or educational intellectual development.

Minor Requirements

A minor is not required to graduate from Hamline although many students take advantage of the opportunity to complete minors. Most minors require five or six courses. Students completing a minor that is similar to their major must have at least three unique courses in the minor that are not used in the major or interdisciplinary major concentration.

Transfer students must seek approval from their minor department chair for transfer work to apply toward a Hamline minor.

Breadth of Study Requirement

Students must complete a total of 84 credits outside of their major department. These credits can come from any course that does not have the designation of their major department.

If students choose to take courses that are within their major department but are not going to use them toward their major, these will not count toward the breadth of study requirement. Students completing double majors must have 84 credits outside each major department. In these cases, each major will usually count outside the other.

Residency Credits

All Hamline students are required to complete a minimum of 128 credits to graduate and obtain a minimum cumulative grade point average (GPA) of 2.0. Students are allowed to accumulate a maximum of 34 residency credits per academic year and a maximum of 8 total residency credits during a given summer. Students may take additional non-residency credits during the academic year that will apply toward all other requirements except residency credits.

Students who do not complete the allowed 34 residency credits during an academic year at Hamline may take extra residency credits in the following years to make up for the lost credit.

The last 32 residency credits-and at least 56 total residency credits-must be completed at Hamline or within the ACTC exchange, Hamline approved off-campus programs, or HECUA.

Transfer students can consider courses transferred to Hamline as residency credit. A minimum of 56 residency credits at Hamline (or within the ACTC exchange) is required to graduate. Sixty residency credits graded A-F are required to be eligible for Latin honors at graduation.

General Credit Transfer Requirements

Hamline does not accept the Associate Degree or the Minnesota Transfer Curriculum as satisfying the general education requirements of the college. All courses are transferred on an individual basis. **However**, in most cases the transferable courses completed for the Associate in Arts degree or the Minnesota Transfer Curriculum will satisfy many, if not all, of Hamline's general education requirements.

Many students also transfer to Hamline with credits earned from a four-year college or university. In general, Hamline accepts credits only from regionally accredited colleges and universities (i.e. The Higher Learning Commission and The North Central Association of Colleges and Schools). These credits will be at the college level in general study or liberal arts courses in which the student received a grade of at least C- or its equivalent. No courses with a grade less than a C- will transfer. Contact Hamline's transfer counselor if you have questions about any courses you have already completed, or intend to complete prior to your transfer.

A student may transfer to Hamline at any time. The maximum number of credits that may be transferred to Hamline from a community college is 64 semester credits or 96 quarter credits. For transfer students, generally the number of courses completed in a specific area will be considered rather than the number of credits earned.

Hamline does not offer nor does it accept for transfer credit courses in personal development or courses not designed for transfer to a four-year liberal arts college program. Exceptions to this include the acceptance of up to 36 semester (48 quarter) credits from professional programs (e.g. nursing, mental health, chemical dependency, law enforcement, military).

Hamline may accept up to 8 semester hour credits in field experience, internships, and other similar kinds of programs. A specific description of the experience must be submitted to the Office of Undergraduate Admission for evaluation.

Articulation Guides – HOW WILL YOUR CREDITS TRANSFER

For a detail class listing of how your credits will transfer, click on the following link https://piperline.hamline.edu/pls/prod/hamtransfer.P_DisplaySchool?sbg=2959.

***Please Note:** Transfer of credit is not limited to the schools listed here. Hamline University will consider work from regionally accredited colleges and universities for transfer. Course work listed on these pages is not comprehensive; additional courses from these schools may qualify for transfer. If you have further questions about how your credits transfer or would like clarification, please contact Willie Wong at wwong01@hamline.edu

Associated Colleges of the Twin Cities

While attending Hamline University, students may also take classes at Macalester College, University of St. Thomas, College of St. Catherine's, and Augsburg College through the Associated Colleges of the Twin Cities or the ACTC network. Free bus service is provided between campuses.

NOTE: This information should be used with the catalog of the intended transfer college, not in place of it. Changes in requirements occur periodically, so check with both Hamline University and the Century College Counseling Center at least once a year for updated information.