Applicants who are applying without having earned an Associate’s degree an Associate’s of Applied Science degree must submit:

1. An official High School Transcript
2. Official College Transcript(s)
3. A brief Personal Statement or Essay
4. One Letter of Recommendation

With this information the Transfer Admissions Committee will make a preliminary evaluation of a student’s record. The applicant will be notified of acceptance or denial. S/he will also be informed of the number of transfer credits awarded. Generally, students transferring to Manhattan are expected to have a minimum 2.50 cumulative average at the institution where they are currently enrolled. Admissions criteria will vary depending upon the competitiveness of the applicant pool and space availability in a specific program. Credit will be granted only for specific work when completed at regionally accredited institutions whose quality and course content have been approved by the college. Ordinarily transfer students must earn fifty-percent (50%) of the credit for graduation at Manhattan College. “P” grades may be accepted for credit but only if they represent a “C” or better as defined by the regulations of the institution of origin. Grades or GPA earned at other institutions will not be transferred to the student’s record at Manhattan College. Additionally, there shall be no grades entered in the student’s record for Advanced Placement, CLEP or International Baccalaureate credits.

All of the above credentials must be on file in the Admissions Office before an application is reviewed for admission. All acceptances for students who have work in progress at another college or university are conditional upon successful completion of work in progress without withdrawals and with a minimum index of 2.50.