Students who are transferring without an associate degree or with an A.A.S. degree must submit:

1. A high school transcript
2. Official college transcripts
3. A list of courses presently being taken
4. Applicants must submit a brief personal statement or college essay
5. Applicants applying with less than 30 credits are required to submit official SAT or ACT scores

With this information the Committee on Admissions will make a preliminary evaluation of a student's record. The applicant will be notified of acceptance or rejection. He/she will also be informed of the number of transfer credits granted. Generally, students transferring to Manhattan are expected to have a minimum 2.50 cumulative average at the institution where they are currently enrolled. Admissions standards will vary depending upon the space availability in the 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 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 Office of Admission 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.