

A background image featuring five diverse young adults smiling. In the top left, a man with short dark hair and a goatee. In the top right, a man with dark hair. In the center, a woman with long red hair and glasses. In the bottom left, a man with short dark hair. In the bottom right, a woman with dark hair. They are all smiling and looking towards the camera.

YOUR GUIDE TO

TRANSFERRING TO NEUMANN UNIVERSITY:

UNDERGRADUATE & DEGREE COMPLETION PROGRAMS





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As a current or former college student, you might be asking yourself: Why should I finish my four-year degree? Is a bachelor's degree *actually* important for my professional career? If I'm unsatisfied at my current college, should I transfer elsewhere to complete my degree?

Well, here at Neumann University, we think that the answer to the above questions are a resounding YES. In this resource, we'll outline *why* you should make completing your bachelor's degree a priority and why transferring to Neumann University might be the perfect choice for you.

Let's get started!

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THE IMPORTANCE OF COMPLETING A FOUR-YEAR DEGREE

The end value of a four-year degree makes the additional time and expense worth it, and having a four-year degree is generally much more valuable in a competitive job market. Not only is it harder to land a job with an associate degree rather than a bachelor's degree, it's also harder to climb the professional ladder.

Let's take a look at the professional and earning potential of each.

Further Your Professional Potential with a Bachelor's

Many fields require a bachelor's degree at minimum for entry level positions. This is true for many STEM, finance, business management, and health care positions. But even when an associate degree will cut it, hiring managers and recruiters prefer prospective employees to have a bachelor's degree.

For example, [8.4 million of the jobs created during the recovery following the Great Recession went to those with at least a bachelor's degree](#), compared with only 3.1 million jobs going to those with an associate degree.

Comparing Salary Ranges and Unemployment Rates

An associate degree may give you an advantage over someone with no degree but you'll have [lower average earnings compared to someone with a bachelor's degree](#). American workers with an associate degree have a median annual salary of \$43,472 and a 2.7% unemployment rate. However, workers with a bachelor's degree have median annual earnings of \$60,996 and a 2.2% unemployment rate.



UNDERSTANDING NEUMANN UNIVERSITY'S TRANSFER PROCESS

How to Transfer to Neumann University

Applying is easy as one, two, three.

1. Complete the [free online undergraduate application](#).
2. Submit your official transcripts from all post-secondary institutions. Incomplete transcripts must be updated with final official transcripts as soon as all coursework is completed.

Note: If you have completed less than an associate degree, you must arrange to have your final high school transcript and test scores (SAT/ACT) sent to the Office of Admissions, or official GED results sent directly from the Department of Education to the Office of Admissions. Applicants who have already earned an associate degree or higher from a regionally accredited, degree-granting institution are not required to send an official high school transcript or equivalency diploma (i.e. GED).

3. Read a full description of admissions requirements on your program description page, and if you have questions or need assistance, speak with an admissions counselor when you visit.

Transferring Nursing Students

Neumann University offers the following accredited Nursing programs:

- Bachelor of Science degree with a major in Nursing ~ **full-time day program**
- Bachelor of Science degree with a major in Nursing designed for working adults ~ **part-time evening program**

Nursing Applicants Must Submit:

1. An application, (free if you [apply online](#))
2. Copies of all official post-secondary transcripts
3. Copy of a final high school transcript (if associate degree or higher has not been awarded)
4. Applicants for the RN to BSN program must also submit a copy of their RN license
5. Applicants for the LPN to BSN program must also submit a copy of their LPN license and LPN transcript

Nursing Criteria:

Applicants must have the following prerequisites completed before enrolling in the nursing program:

- Anatomy & Physiology I
- Anatomy & Physiology II
- Microbiology
- Chemistry (Chemistry tends to vary from school to school. Please contact the admissions office to ensure correct enrollment in transferable course)

Eligible applicants must obtain a minimum of 2.5 GPA overall, as well as a minimum of 3.0 science GPA. A science GPA is calculated by the prerequisite science course the FIRST time the course is taken.

You can learn more about the specific transfer process for aspiring nursing students [here](#).

Neumann's Dual Admissions Options

Neumann University offers Dual Admissions transfer agreements to make the process of transferring to Neumann as seamless as possible.

Note: *The Public Safety Administration and Business and Organizational Studies Degree Completion programs do not offer dual admissions agreements.*

If you attend any of the following institutions, please visit your transfer office for more information on the Dual Admissions agreement with Neumann:

- Bucks County Community College
- Camden Community College
- Cecil College
- Delaware County Community College
- Delaware Technical and Community College - Wilmington
- Delaware Technical and Community College - Dover
- Delaware Technical and Community College - Newark
- Delaware Technical and Community College - Georgetown
- Harcum College
- Harford Community College
- Montgomery County Community College
- Pennsylvania Institute of Technology
- Rowan College at Gloucester County

Transferring Into Neumann University's Online Degree Completion Program

A student who is 19 years of age or older may apply to one of Neumann University's online degree completion programs — [Public Safety Administration](#) or [Business and Organizational Studies](#). These two programs are typically for working adult learners who are seeking an accelerated bachelor's degree program.

Public Safety Administration — Learners, 19 years of age or older, with 60 credits in transfer, or completion of a state or municipal police academy, firefighter academy, or EMS program (EMT, Paramedic, etc.) with at least a 2.0 GPA may apply to the accelerated Bachelor of Science in Public Safety Administration. Applicants may transfer up to 90 credits.

For answers to frequently asked questions about the Public Safety Administration program, [you can visit our website](#).

All applicants of the Public Safety Administration program must submit the following:

- Free online application: [Application](#)
- All official high school, college or GED transcripts, including DPL, Police/Fire/EMS Academy. Have the school email it to us directly: neumann@neumann.edu

Business and Organizational Studies — Learners must be 19 years of age or older and must have a high school diploma or a GED. Applicants must have completed a minimum of 30 credits of college course work at a regionally accredited, degree granting institution, including English Composition I and II. Applicants may transfer up to 90 credits.

For answers to frequently asked questions about the Business and Organizational Studies program, [you can visit our website](#).

All applicants of the Business and Organizational Studies program must submit the following:

- Free online application: [Application](#)
- All official transcripts from regionally accredited institutions attended. Have the school email it to us directly: neumann@neumann.edu

Importance of Visiting the Neumann Campus

Visiting Neumann before the transfer process will give you a proper understanding of the university. You'll go on a tour of our campus with a Neumann Navigator—a current student who can share some of his/her experiences of Neumann with you. This can give you a vision for how you'll fit into campus life and bring you clarity for your future.

If you come again during your transfer process, you'll have the opportunity to meet [with an admissions counselor](#) to discuss your program's specific requirements. Financial Aid counselors are also available to answer any of your questions about financial aid or scholarship and grant qualification. (You might even leave knowing whether you've been admitted to Neumann (see 'Instant Decision' in FAQs below)!)

Note: Neumann's staff is available to set up a conversation with you on your current community or technical college campus. We provide this service at a variety of schools and are happy to come visit you! Or, if you would like to schedule a virtual meeting, [you can set up an appointment here](#).



FREQUENTLY ASKED QUESTIONS REGARDING NEUMANN'S TRANSFER PROCESS

You probably still have a few unanswered questions about our transfer process. We can clear most of those up right here!

Note: For information directly related to the degree completion programs, please visit the [Public Safety Administration](#) or [Business and Organizational Studies](#) pages.

How do I transfer credits from another institution to Neumann University?

For college credit to transfer into Neumann University, the following criteria must be met:

- You took courses at an academically accredited, degree-granting institution.
- You earned a grade equivalent to a “C” or higher (2.0 on a 4.0-point scale).
- The courses are considered comparable in content, nature, and intensity to those offered at Neumann University.

With the offer of admittance, all applicants will receive a preliminary credit evaluation.

I would like to visit Neumann University and take a tour. What do I do?

You can [visit our website](#) to learn more about campus visit opportunities & events. You can also [explore our campus virtually](#) now!

I would like to transfer, but when should I send in my application?

Please send in your application the semester before you would like to attend Neumann University. Students are welcome to apply at any point since we use a rolling admissions schedule. However, all prospective students are urged to apply early. Some majors, such as Nursing, fill more quickly than others.

Please note, housing is not guaranteed and is on a first come first serve basis. After you apply, we will let you know if we need additional information (transcripts, course descriptions, etc.) from you.

I don't have 12 transferable credits. Should I apply as a transfer?

The admissions committee will let you know if you meet the transfer requirements or if we need to hold your file pending completion of certain courses.

If I am currently in a course that is needed to fulfill Neumann's transfer requirement, should I apply?

Yes. Please apply and the admissions committee will review your file. We will let you know if we need additional information or we need to hold your file pending final grades from the course.

May I live off campus as a transfer student?

You have the choice to live on or off campus but on-campus housing is only available based on date of deposit and is not guaranteed.

Once I've been accepted, what do I do next?

Your admit packet has instructions and contact information. First, as a resident and commuter student, you will need to send in both your deposit form and \$300 (non-refundable). Then once the deposit is made, you will receive information about Orientation and the need to set up an appointment to register for classes.

When will I meet with my advisor to register for classes?

All transfer students who have paid their deposit will register for classes with a faculty advisor. You may contact the Academic Advising Center if you have more questions at 610-361-5222.

When do I apply for financial aid, and what are the deadlines?

Please electronically file the Free Application for Federal Student Aid (FAFSA) form by March 1 prior to the academic year for which you will be enrolling. This date is not a deadline. It is a priority date, and meeting it will help ensure that you are considered for the most aid available.

Does Neumann offer transfer scholarships?

Yes. Neumann University offers scholarships ranging from \$10,000 - \$15,000 simply by holding a cumulative GPA of 2.0 and higher. These scholarships and grants are awarded every fall and spring to transfer students.

Note: Phi Theta Kappa is the International Honors Society of two-year colleges and academic programs. Students looking to transfer to Neumann who are members of PTK are eligible for an additional \$3,000 scholarship in addition to any merit scholarship awarded. Students must submit a copy of PTK membership to receive the scholarship.

If I have further questions that are not listed above, whom should I contact?

Please email the admissions office at neumann@neumann.edu or call us at 610-558-5616.



FINANCIAL AID OPTIONS FOR TRANSFER STUDENTS

Neumann University is ready to help you explore all your financial aid possibilities.

We offer more than 30 endowed scholarship programs, designed to help virtually every student from those with unique needs (such as single mothers) to those seeking specific majors (e.g., Nursing, Business). For many of these, transfer students are just as eligible as any other student.

We also have a few merit scholarships designated for transfer students. Our Francis Scholarship can award students up to \$15,000; our Clare Scholarship can award students up to \$14,000; our St. Joseph of Cupertino Scholarship can award students up to \$12,000; and our Heritage Scholarship can award students up to \$10,000. All students who complete an application for admission are considered for merit-based scholarships. Typical recipients have a minimum C+ grade point average and show, through their academic work, their ability to succeed in a challenging academic environment.

Note: Our two degree completion programs are offered at a discounted rate, but you can also [visit our Financial Assistance page](#) to learn about your financial aid options.

Importance of Speaking with Financial Aid Professionals

Neumann's [Office of Financial Assistance](#) wants to make it easy for you to learn the grants, student loans, and work study positions you qualify for — whether from NU or another source. When you visit us, please make an appointment with a financial advisor so that we can help you as much as possible.

Financial aid professionals can save you plenty of time and frustration as you search for loans, scholarships, and other forms of aid. Too many people send in FAFSA documents each year that are incorrectly filled out, costing them valuable financial assistance. However, a financial aid advisor will take you step by step through all the paperwork to make sure it is completed correctly. They're more familiar with the whole financial aid process and will know if you qualify for a certain form of aid even if you think you don't.



Additional Ways of Financing Your College Education

Tax Breaks

You may not be aware that there are several major college tuition tax breaks that can give you some extra cash. Here are a couple of the most lucrative ones.

1. The American Opportunity Credit can give you up to \$2,500 if you're within your first four years of postsecondary education and taking classes at least half-time. You might be eligible for the full credit if your AGI is \$80,000 or less for single filers or \$160,000 or less for married couples filing jointly.
2. The Lifetime Learning Credit can give you up to \$2,000 and can apply to someone in any phase of postsecondary education taking any number of classes. However the the AGI limits are stricter for the full credit, at \$55,000 for single taxpayers and \$110,000 for married couples filing jointly.

Part-Time Job

Working a job during college helps you earn more and offers valuable working experience and references. A few flexible side hustles that might work well for your college schedule are tutoring, babysitting, pet care, driving services (such as Uber or Lyft), delivery services, or fitness instruction.

Work Study

Work study is a form of financial aid dependent on FAFSA eligibility. Since it offers students part time jobs on campus, the employers need to take your class schedule into consideration when they give you working hours. Some perks are that the hiring process can be more straightforward than other employment, hours are flexible, and your job location is conveniently close! Furthermore, while regular employment income can reduce your financial aid eligibility, work study income never counts against you.



TIME MANAGEMENT AND ORGANIZATION TIPS FOR TRANSFER STUDENTS

We can't stress how important it is to stay organized and efficient during the transfer process. You'll have several moving parts to keep track of as you navigate the transfer process, and we want to give you a few pointers on staying on top of your responsibilities!

Time Management is a Valuable Tool in College and Beyond

Well-managed time is a skill for success in all areas of life.

During college, you should be learning to meet important academic deadlines such as turning in your FAFSA paperwork on time and spreading out the work for your term paper so that it doesn't get crammed into one night. Practicing those deadlines gives you the skills to meet work deadlines when you have a career and life deadlines such as remembering a spouse's birthday later on.

Not to mention that your stress will decrease while your freedom to relax and spontaneously enjoy time with friends will grow!

Different Tactics for Staying Organized and Keeping Deadlines

1. **Use a Calendar.** Some people thrive on using a virtual calendar on their phone or laptop so that they can set alarms and reminders. Others need a physical planner or paper calendar that's hung up in a place they can't miss. Whichever is right for you, a calendar will give you a place to mark daily and weekly tasks as well as the important semester deadlines.
2. **Prioritize your activities.** You need to finish your work, but you also need to care for yourself. As you plan out your days and weeks, schedule times for studying and your job but mix in time for social activities, exercise, and downtime.
3. **Minimize mindless distractions.** Many students struggle to stay on task when they planned to be working. If you find that studying is actually turning into scrolling the internet or other procrastination, make some changes to your environment. Evaluate what times of day you're most alert and be sure to schedule those as work times. Do you work best in a public space with background noise, such as a cafe, or do you thrive in a silent library corner or alone in your room? Be honest with yourself and choose an atmosphere that works for you.

4. **Form sustainable work habits.** When you have a big project or a long paper to finish, divide the work into manageable segments and give yourself personal deadlines for each one. Start several weeks ahead of time and add that work into your weekly schedule so that you finish everything that needs to get done without driving you crazy. When you do sit down for work, try to achieve heavy-duty productivity for half an hour and then take a short break.

Keeping Transfer Documents Organized

You might feel swamped. You've got to coordinate with your two different colleges about grades and paperwork. You might be traveling more to attend transfer events and you have several decisions to make. Not to mention that you're probably balancing all that with your current classes, homework, and job. Here are a few pointers for keeping your transfer documents organized:

- Mark all document deadlines on the calendar.
- Try an e-calendar that sends you text or email alerts for the deadlines. Or if you're a paper person, hang a wall calendar where you'll notice it every day and make the dates obvious with red ink and big letters.
- Approaching all deadlines, pick a date you'll fill out paperwork and send it in.
- Schedule time in advance with your parents if you need them to help with any information, such as the FAFSA.
- Always keep a file folder in the same spot in your house and immediately add a copy of each physical document when you receive it.
- Try using an online file storage service, such as Google Drive or Dropbox, that allows you to upload and organize virtual files.
- Use a phone app such as Genius Scan or Cam Scanner that allows you to scan documents and upload them to your email or other online storage.
- Whenever you send a new document in, ask for email confirmation that it was received.
- Create a list of all the transfer paperwork you need to find and send. Whenever you submit a new document, check off the items on your list.



BECOMING A PART OF THE NEUMANN UNIVERSITY FAMILY

Are you thinking about what you should prioritize at Neumann once you transfer? Networking opportunities? Internships? Sports, clubs, or academic programs?

Well, we've got them all, and we're here to tell you how you can get involved and really become a part of the Neumann experience.

How can transfer students get involved at NU?

1. **Introduce yourself.** Your classmates, the people you find yourself in line with at the dining hall, or someone reading on bench — they all are starting a fresh semester along with you, and that's a perfect chance to build new relationships.
2. **Find your niche.** Once you join the Neumann community, don't just define yourself as a "transfer student." Jump right in and check out our opportunities for connecting with others. Whether you are living on campus and want to immerse yourself in resident life or whether you choose to fill your time with extracurriculars, you get to choose your own identity as a Neumann student.
3. **Chat with your professors.** Their office hours are always a good space to discuss coursework but also a place for you to proactively take hold of your education. Professors can give you academic pointers, career advice, and life wisdom. They're a crucial part of the NU family, so don't forge about them!

What if I'm a commuter student? How can I get involved?

1. **Stay on campus.** Use the public spaces and the library for studying and bring your lunch rather than leaving the moment classes are over. If you stick around and live life centered around campus, you'll have more opportunities to meet people and make friends.
2. **Engage with the local community.** Even if you don't live on campus, you can become familiar with the area surrounding NU by taking advantage of our volunteer opportunities. Service is a core part of the Neumann mission so it's the perfect way to meet other students and to embody our ideals.
3. **Attend commuter events.** NU has a couple commuter representatives whose job is to help commuter students build community. They plan breakfasts and lunches, service projects, and trips. Don't miss out on using them as a resource!

Introducing Neumann's Clubs and Extracurriculars

Neumann University has a wide range of extracurriculars to experience. Choose one or choose several, but find something that you enjoy!

1. We have a strong athletic presence for students who want to play recreationally.
2. NU offers plenty of ways to engage with the arts: several choirs, dance groups, acting opportunities, and a jazz band.
3. There are also clubs to develop your academic interests such as the Computer and Information Management Club and the Psychology Club.
4. And in addition to our Volunteer Opportunities, we have groups to foster service like the Knights for Education and Students for Environmental Awareness.

Attend a Prospective Student Event, Take a Tour, or Schedule a 1:1 Appointment

You're welcome to join us at Neumann for any events, including our Instant Admission Day events! Events are the perfect opportunity to ask the right people your questions and to find answers to the questions you didn't know you had!

1. Learn about all of our career-driven majors and see what kind professional internship opportunities will be available to you. Whether you have a vision for your academic and professional future or you need some inspiration to figure it out, an open house will provide space for helpful conversations.
2. Talk with financial aid professionals about your needs and eligibility for assistance. Neumann has one of the lowest private college tuition rates in the region, and 95% of our students receive some form of financial aid. We're willing to work with you!
3. Imagine what your life as a Neumann student could be. Meet our expert faculty and current students, and tour the 68-acre campus.

Pro Tip: [Click here to register for an appointment with a transfer admission counselor](#) to go over your individualized questions and process.



JOIN A COMMUNITY OF ASPIRING LEADERS AT NEUMANN UNIVERSITY!

Have no fear, our Admissions team is here to help you make the transfer process as easy as possible! Whether you've got some reservations or you feel confident to jump in with both feet, Neumann is ready to come to your aid.

This digital resource should cover the basics of what you need to know, but don't hesitate to call us at 610-558-5616 or visit us for more assistance. We can't wait to see you on campus!



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