

The road to
Duquesne University.....
leads through
Westmoreland County

***A Guide for Westmoreland County
Community College
Transfer Students
Considering Duquesne University***



WELCOME FROM THE ADMISSIONS OFFICE

Dear Westmoreland County Community College Transfer Student:

We in the Admissions Office would like to take this opportunity to thank you for your interest in Duquesne University. Through this Transfer Guide we are attempting to provide answers to questions W.C.C.C. students most often ask about Duquesne University in general, and transfer procedures in particular. We have suggested courses for you to take at W.C.C.C. to facilitate your transfer to Duquesne University.

Please note that not all majors are able to consider transfer applicants. This guide will assist you in selecting courses if you are interested in transferring to the College of Liberal Arts, the Schools of Business, Education, Health Sciences (Athletic Training, Health Management Systems, Occupational Therapy and Speech Language Pathology) and Nursing.

If you would like to receive information and application materials, or arrange to meet with an academic advisor or admissions and financial aid counselors, please contact the Office of Admissions at 412-396-6222, Monday through Friday from 8:30 a.m. to 4:30 p.m.

Best wishes as you formulate your plans for continuing your higher education.

Sincerely,

Diana L. Dawson

Assistant Director of Admissions
Transfer Counselor

UNIVERSITY CORE CURRICULUM

Duquesne University requires all of its students to complete a series of courses in the Liberal Arts through the University Core Curriculum. The University Core Curriculum consists of 34 credit hours. Students fulfill the University Core Curriculum as follows:

Thinking and Writing Across the Curriculum	3 cr.
Imaginative Literature and Critical Writing	3 cr.
Core Math	3 cr.
Core Science (Students choose one course)	3 cr.
Basic Philosophical Questions	3 cr.
Core Theology (Students choose one course)	3 cr.
Ethics	3 cr.
Creative Arts	3 cr.
Faith and Reason	3 cr.
Global Diversity	3 cr.
Social Justice	3 cr.
Research and Information Skills	1 cr.

The purpose of this curriculum is to provide all Duquesne undergraduates with a common intellectual experience as a foundation for their academic careers. The University Core is seen not merely as a preparation for the professional or pre-professional major, but for lifelong learning.

If you are planning to transfer to Duquesne University, you should take courses that may be substituted for Duquesne's Core Curriculum requirements. These will provide you with a foundation in the liberal arts and sciences as you prepare to join the academic community at Duquesne.

FREQUENTLY ASKED QUESTIONS BY TRANSFER STUDENTS

What do I need to submit to be considered for admission?

A transfer student must submit the following documents to the Admissions Office to be considered for admission:

Application and fee, official high school transcript, official transcripts from all academic institutions that the student has attended since high school (whether credit is to be awarded or not), a personal statement, one letter of recommendation, Transfer Form.

Additional documents may be required by a particular school/major.

Transfer students to the School of Music will be required to audition for the School of Music.

What are the deadlines to apply?

College of Liberal Arts:

Fall semester – July 1; Spring semester – December 1

School of Business Administration

Fall semester – July 1; Spring semester – December 1

School of Music

Fall semester – July 1; Spring semester – December 1

NOTE: Contact the School of Music for audition dates.

School of Education

Fall semester – March 1

School of Nursing

Fall semester – December 1

Spring semester – Transfers are accepted for the spring semester only on a space-available basis

School of Health Sciences

Physician Assistant – Fall -Dec 1 (NOTE: PA transfers are considered only for the fall semester.)

Physical Therapy - Fall - May 1, Spring semester – Dec. 1

Health Management Systems – Fall semester – July 1; Spring semester – December 1

Athletic Training - Fall semester – July 1; Spring semester – December 1
Occupational Therapy - Fall semester – July 1;
Spring semester – December 1
Speech Language Pathology - - Fall semester – July 1;
Spring semester – December 1

School of Sciences Fall semester – July 1; Spring semester – December 1

What grade point average do I need to transfer?

McAnulty College of Liberal Arts, School of Business Administration,
School of Music – 2.5 qpa (on a 4.0 scale)

Schools of Natural and Environmental Sciences, Nursing, Education – 3.0 qpa

School of Health Sciences – varies by major

Physician Assistant/Physical Therapy/Speech Language Pathology – 3.0

Athletic Training/Occupational Therapy/Health Management Systems-2.75

What if my QPA from my previous school is below the required minimum?

Although all previous academic coursework is considered, our decision is based on the last institution you attended and where you completed a minimum of twelve transferable credits.

Even if I have been out of high school for a number of years, must I still submit my high school transcript?

High School transcripts and/or G.E.D. are required of all students.

If I took the GED, must I submit my high school transcript?

Yes.

Could I receive an unofficial evaluation of my college credits earned to date?

A representative from the Admissions Office will complete an unofficial evaluation of your credits at your request. The official evaluation of your credits will be completed by your Academic Advisor in your D.U. college/school prior to your registration.

When/how do I register?

Your Academic Advisor will meet with you or correspond with you by mail, telephone or e-mail regarding your registration. It is recommended that you register during the pre-registration period, however, you may also register during the Registration period the week prior to the beginning of classes or during the drop/add period during the first week of classes.

Could I be considered for scholarships?

Academic scholarships are awarded to transfer students (not Second Degree

Candidates) during the admissions process. Awards are based on the student's high school and college performance.

Note: If you are not awarded a scholarship by the Admissions Office for your first semester, you must contact the Financial Aid Office for scholarship consideration at a later time. The Admissions Office only awards scholarship money to **incoming** students.

How do I apply for financial aid?

To be considered for financial aid, you must complete the following forms: D.U. application for financial aid (attached to or printed with the admissions application) and the F.A.F.S.A. Loan applications will be available through the Financial Aid Office.

The Financial Aid Office may ask for other information. It is your responsibility to provide any information as it is requested. Failure on your part to provide necessary information may delay/deny your aid package.

If you are awarded an academic scholarship and you do not plan to apply for any other sources of aid, you must complete the D.U. application so that a file is opened for you in the Financial Aid Office.

If I start in the spring semester, can I still be considered for financial aid/scholarships?

Scholarships may be awarded for the fall or spring semesters.

Do I need to interview with Admissions?

Interviews, in most cases, are not required, but are always recommended and welcomed.

The School of Nursing does require interviews with their prospective transfer students.

Can transfer students join fraternities/sororities, clubs, etc?

All activities are opened to transfer students, with very few exceptions. Questions regarding student activities should be referred to the Office of Student Activities, 3rd Floor, Duquesne Union, 412-396-5853.

Will I be able to live on campus?

If you are transferring as a freshman or a sophomore and you are under the age of 24, you are required to live on campus or at home with your parents. Student housing is available for the student's entire undergraduate education.

Housing may include traditional living-learning (dorm) housing (1-2 students per room) or studio, one or two bedroom apartments.

Are there majors that are not available to transfer students?

Spaces are extremely limited to transfer students in the following majors: Physical Therapy, Physician Assistant, Forensic Science and Education. All students are encouraged to apply but please be advised that spaces are limited.

The School of Pharmacy is not considering transfer applications at this time.

**SUGGESTED WCCC COURSES TO COMPLETE IF
TRANSFERRING TO DU FOR LIBERAL ARTS**

WCCC COURSE	COURSE NUMBER	DU EQUIVALENT	COURSE NUMBER
College Writing	ENG 161	Thinking/ Writing Across/Curriculum	CORE 101
Introduction to Literature	ENG 255	Imaginative Literature	CORE 102
Introduction to Stats OR Analytical Geometry Calc I	MTH 160 OR MTH 172	Problem Solving with Creative Math	CORE 111
Introduction to Sociology	SOC 155	Survey of Sociology	SOCI 101
Choose one: <ul style="list-style-type: none"> • The World in the 20th Century • International Relations • Cultural Diversity • Survey of World Literature • World Mythology 	HIS 257 POL 256 Soc 165 Eng 258 Eng 275	Global Diversity	Theme Area
Choose one: <ul style="list-style-type: none"> • Art 155-168 • Music 155-160 		Creative Arts	Theme Area
General Biology OR General Chemistry OR General Physics	BIO 155 OR CHEM 155 OR PHY 155	Core Science	CORE 121 OR 122 OR 123
World Religions Survey	REL 171	Theology elective	
Elementary French I OR Elementary Spanish I	FRN 155 OR SPA 155	Elementary French I OR Elem. Spanish I	FREN 101 OR SPAN 101
Elem. French II OR Elem. Spanish II	FRN 156 OR SPA 156	Elem. French II OR Elem. Spanish II	FREN 101 OR SPAN 101
Int. French I OR Int. Spanish I	FRN 255 OR SPA 255	Int. French OR Int. Spanish I	FREN 201 OR SPAN 201
Int. French II OR Int. Spanish II	FRN 256 OR SPA 256	Int. French II OR Int. Spanish II	FREN 202 OR SPAN 202
Literature Elective	ENG 256 or Above	Literature Elective	
History Elective		History Elective	
Microcomputer Concepts	CPT 150	Computer Science Elective	
Introduction to Psychology	PSY 160	Introduction to Psychology	PSYC 101
Political Science Elective		Political Science Elective	
Effective Speech	SPC 155	Communication Elective	
Introduction to Ethics	PHL 161	Ethics	PHIL 105

UNIVERSITY.

It is recommended that the student complete the 12-credit sequence in language prior to transferring to Duquesne University or plan to complete the sequence at D.U.

The student must maintain a minimum 2.5 GPA (WV) in all courses.

**SUGGESTED WCCC TO COMPLETE IF
TRANSFERRING TO DU TO OCCUPATIONAL THERAPY**

WCCC COURSE	COURSE NUMBER	DU EQUIVALENT	COURSE NUMBER
College Writing	ENG 151	Thinking and Writing Across the Curriculum	CORE 101
General Psychology	PSY 160	Introduction to Psychology	PSYC 103
Biology I/Lab	BIO 155	General Biology I/Lab	BIOL 111/113
General Chemistry I/Lab	CHM 155	Fundamentals of Chemistry/Lab	CHEM 131
Microcomputer Concepts	CPT 150	Elements of Computer Science	COMP 100
Introduction to Literature	ENG 255	Imaginative Literature/ Critical Writing	CORE 102
Intro./ Sociology	SOC 155	Sociology Elective	
Choose one: <ul style="list-style-type: none"> • The World in the 20th Century • International Relations • Cultural Diversity • Survey of World Literature • World Mythology 	HIS 257 POL 256 Soc 165 Eng 258 Eng 275	Global Diversity	Theme Area
Choose one: <ul style="list-style-type: none"> • Art 155-168 • Music 155-160 		Creative Arts	Theme Area
College Physics I	PHY 155	Physics for Life Sciences/Lab	PHYS 201
Anatomy and Physiology I/Lab	BIO 171	Anatomy and Physiology I/Lab	BIOL 207/208
Sociology Elective		Required Sociology Elective	
Anatomy and Physiology II/Lab	BIO 172	Anatomy and Physiology II/Lab	BIOL 209/210
Introduction to Statistics	MAT 160	Introduction to Biostatistics	MATH 225
Introduction to Ethics	PHL 161	Health Care Ethics	PHIL 353
Elective		General Elective	

- The student must maintain a minimum 2.75 gpa at WCCC.
- Admission to O.T. is available only if there are spaces available. Admissions decisions are made at the discretion of the O.T. Department.

**SUGGESTED WCCC COURSES TO COMPLETE IF TRANSFERRING TO
DU FOR ATHLETIC TRAINING**

WCCC COURSE	COURSE NUMBER	DU EQUIVALENT	COURSE NUMBER
College Writing	ENG 161	Thinking and Writing	CORE 101
General Biology I/Lab	BIO 155	Intro to Life Processes/ Lab	BIOL 101/102
General Chemistry I/Lab	CHM 155	Fundamentals of Chemistry/Lab	CHEM 131
Choose one: • Art 155-168 • Music 155-160		Creative Arts	Theme Area
Microcomputer Concepts	CPT 150	Elements of Computer Science	COMP 100
Intro to Literature	ENG 255	Imaginative Literature	CORE 102
General Psychology	PSY 160	Introduction to Psychology	PSYC 103
Medical Terminology	ALH 122	Etymology of Scientific Terms	CLSX122
Choose one: • The World in the 20 th Century • International Relations • Cultural Diversity • Survey of World Literature • World Mythology	HIS 257 POL 256 Soc 165 Eng 258 Eng 275	Global Diversity	Theme Area
Contemporary Social Problems	SOC 162	Social Justice Core	Theme Area
College Physics I	PHY 155	Physics for Life Sciences/Lab	PHYS 201
Anat. and Phys. I	BIO 171	Anat. and Phys. I/Lab	BIOL 207/208
Introduction to Ethics	PHL 161	Ethics	CORE CURRICULUM
Effective Speech	SPC 155	Public Speaking	COMM 102
Anat. and Phys. II	BIO 172	Anat. and Phys. II/Lab	BIOL 209/210
Introduction to Statistics	MAT 160	Introduction to Biostatistics	MATH 225

- The student must maintain a minimum 2.75 gpa at WCCC.
- Admission to AT is available only if there are spaces available. Admissions decisions are made at the discretion of the Athletic Training Department.

**SUGGESTED WCCC COURSES TO COMPLETE IF PLANNING TO TRANSFER
TO DU FOR BUSINESS ADMINISTRATION**

WCCC COURSE	COURSE NUMBER	DU EQUIVALENT	COURSE NUMBER
College Writing	ENG 161	Thinking and Writing	CORE 101
Intro to Literature	ENG 255	Imaginative Literature	CORE 102
Pre-calculus	MTH 158	Calculus with Algebra I	MATH 100
An. Geometry/Calc. I	MTH 172	Calculus with Algebra II	MATH 110
Contemporary Social Problems	SOC 162	Social Justice Core	Theme Area
Choose one: <ul style="list-style-type: none"> • The World in the 20th Century • International Relations • Cultural Diversity • Survey of World Literature • World Mythology 	HIS 257 POL 256 Soc 165 Eng 258 Eng 275	Global Diversity	Theme Area
Choose one: <ul style="list-style-type: none"> • Art 155-168 • Music 155-160 		Creative Arts	Theme Area
Advanced Office Applications	CPT 151	Information Systems I	QSMIS 182
Introduction to Business	BUS 160	Introduction to Business	BUADM103
Accounting II	ACC 156	Financial Accounting	ACCTG 214
Managerial Accounting	ACC 219	Managerial Accounting	ACCTG 215
Macroeconomics	ECN 155	Principles of Economics II	ECO 202
Microeconomics	ECN 156	Principles of Economics I	ECO 201
Business Law I*	BUS 205	Business Law	BLAW 251W
Business Law II*	BUS 206		
Business Communication	ENG 163	Business and Professional Comm.	COMM 202
Principles of Management	BUS 158	Introduction to Management	MGMT 361
Principles of Marketing	BUS 245	Introduction to Marketing	MKTG 371
Elementary French I OR Elementary Spanish I	FRN 155 OR SPA 155	Communication/Culture Requirement	Elective
Non-Business Elective		Non-Business Elective	

- The student must maintain a minimum 2.50 gpa at WCCC.
 - The student should expect to enroll in Quant. Anal. I and II and Information Systems II during the first two semesters at D.U.
- *The student must complete both BUS 205 and BUS 206 to receive credit for Business Law.

**SUGGESTED WCCC COURSES TO COMPLETE IF PLANNING TO TRANSFER
TO DU THE SCHOOL OF EDUCATION**

WCCC COURSE	COURSE NUMBER	DU EQUIVALENT	COURSE NUMBER
College Writing	ENG 161	Thinking and Writing	CORE 101
Intro to Literature	ENG 255	Imaginative Literature	CORE 102
Introduction to Stats OR Analytical Geometry Calc I	MTH 160 OR MTH 172	Problem Solving with Creative Math	CORE 111
General Chemistry OR General Physics	CHEM 155 OR PHY 155	Core Chemistry or Physics	CORE 122 OR 123
General Biology OR Earth Science	BIO 155 OR EPS 160	Core Biology or Core Earth Science	CORE 121 OR CORE 124
Choose one: • The World in the 20 th Century • International Relations • Cultural Diversity • Survey of World Literature • World Mythology	HIS 257 POL 256 Soc 165 Eng 258 Eng 275	Global Diversity	Theme Area
Choose one: • Art 155-168 • Music 155-160		Creative Arts	Theme Area
Contemporary Social Problems	SOC 162	Social Justice Core	Theme Area
General Psychology	PSY 160	Introduction to Psychology	PSYC 103
English Elective		English Elective	

- Applicants to the School of Education should be advised that transfers will be permitted to transfer a maximum of thirty (30) credits to the School of Education.
- Spaces for transfer students are available only when space is available.
- Admission decisions to the School of Education are made by the School of Education.
- Students must have a minimum 3.0 qpa at WCCC to be considered for admission to the School of Education at D.U.
- Students considering the Secondary Education/Social Studies Certification may complete any of the above listed courses and may also complete Communications, American Government, Psychology, Sociology.
- Students having completed thirty credits will be considered for admission to the summer program, at which time the student will complete the equivalent of the freshman education curriculum.

SCHOOL OF NURSING

- The School of Nursing does consider transfer students on an individual basis.
- The School of Nursing focuses on a student's courses such as Science (Biology, Chemistry, Physics), Math, English Composition/Writing.
- The transfer student must have a minimum 3.0 gpa at WCCC.
- The School of Nursing is currently revising the RN-BSN/MSN program. We anticipate accepting applications for Fall 2009. Future announcements will be posted on the Nursing News page.
- If you have any questions, contact Susan Hardner, Nursing Recruiter:
PH: 412-396-4945 FX: 412-396-6346 nursing@duq.edu

