How are the prerequisites and other qualifications for the baccalaureate degree communicated and applied to students? \*

With the recent implementation of STAR and the “What If Journey”, we have been using this method primarily to communicate the prerequisites and other qualifications for baccalaureate degrees within the UH system. We rely on the following methods below for other baccalaureate programs at colleges and universities outside of the UH System.

* College/university websites for information. Many of the websites supply an advising sheet and information regarding their program. Occasionally, we would come across college/university websites that also provide a “transfer database” to see how courses from KapCC would articulate to their campus. This information is useful to students as it identifies whether or not we offer the courses that would transfer.
* Phone call. Many times, we would have the student call from our office and ask to speak with a representative that can talk about prerequisites and other qualifications. This is useful as the student would be able to connect with a representative and work directly with that person prior to transferring.
* Email. Lots of times, students are encouraged to email the baccalaureate programs as the responses would serve as documentation and often provide a pathway of what needs to be done.
* College/University Fairs. We encourage all students to attend college/university fairs as a representative would be there to answer questions.
* Transfer workshops. We have coordinated with UHWO to conduct a Transfer Student Pre-registration Workshop at KapCC. Representatives from UHWO will include their Transfer Articulation Counselor, Admissions Officer, and Financial Aid Representative and speak to students about their college, admission requirements, financial aid, and their baccalaureate degree programs.

How does the advising of students related to the baccalaureate degree appropriately identify course sequencing and pathways? \*

It identifies prerequisites and other qualifications required for baccalaureate program. For example, students wanting to apply to Shidler College of Business must meet two admission requirements; admissions to UH Manoa and admissions to Shilder.

Advising also ensures the student is following the pathway of an articulation agreement and provide updates or options when changes are made to the Memorandum of Agreement.

It also helps to project potential “road blocks” when a certain series of courses must be taken to ensure the student graduates on time. For example, the MATH requirement for our A.S Paralegal degree is MATH 100 or PHIL 110, and let’s say the student placed in MATH 82 and completed PHIL 110 in his/her first semester. If the student did not meet with an advisor and the intentions is to go to UHM, he/she may not realize that Calculus is an admissions requirement and may have to spent an addition year taking only MATH courses to fulfull this particular admission requirement.

Could you provide examples and/or evidence of the processes identified above? (i.e. advising sheets, transfer workshop schedules,

etc)

Yes, we can provide examples and evidence of the process above.

Any other information you would like to add pertaining to this standard?

N/A