The District has a Transfer Center Plan that complies with the requirements of Title 5. The Plan identifies appropriate target student populations and is designed to increase the transfer applications of underrepresented students among transfer students.

Plan components include, but are not limited to:

- Services to be provided to students;
- Facilities;
- Staffing;
- An advisory committee;
- Evaluation and reporting; and
- Transfer path requirements for each articulated baccalaureate major.

The Transfer Center Plan is updated every two years by the Transfer Center Director(s) in consultation with the Transfer Center Advisory Committee, reviewed by the Dean of Counseling Services and the Vice President of Student Services, and submitted to the Board of Trustees. The Plan is reviewed semi-annually for completion of activities to meet its goals and objectives.

The Dean of Counseling Services and the Transfer Center Director(s) implement procedures that focus upon assisting on-going efforts to strengthen the transfer function, coordination of outreach efforts, and of special programs for the improvement of educational opportunity among underrepresented students.

Office of Primary Responsibility: Vice President, Student Services

Date Approved: May 21, 2007
(Replaces former Cerritos CCD Policy 4501.2)