

**Saint Anselm College - Department of Nursing**  
**Admission for Internal Transfer Policy**

**Policy:**

A student may seek to transfer into the Nursing Program from another major within the College. However, the number of nursing students in each class is limited; therefore very few openings are available.

**Procedure:**

A student seeking to transfer into the Nursing Program should:

1. Complete a Transfer Request Form
2. Meet with the Executive Director of the Department of Nursing to discuss the required nursing course sequence and the likelihood that there will be openings in the nursing class
3. The Executive Director will consult with the Office of Admissions to ensure that the transfer candidate meets the criteria for admission into the nursing program
4. A CGPA of 3.0 is required for transfer consideration
5. If accepted, complete a Change of Major Form
6. The student must enter the nursing sequence in the spring semester for the first nursing course, *Introduction to Professional Nursing* (NU110)