



To inquire about Career services, or Transfer services, stop by Room 327 Main until March 26th. After that date the new office is 221 Main! You may also call (717) 358-2290

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Making the Most of the Spring Job Fair

There are many types of job and career fairs, but they all have one common theme: it's a chance for a company to meet and screen a large volume of potential job candidates. Whether you're a college student new to the job-hunting process or a seasoned professional; job fairs are excellent places to learn, network and land a job.

The HACC-Lancaster Campus Career Services office is preparing to host our 15th Annual Spring 2015 Job Fair on Wednesday, March 18th and Thursday, March 19th from 10:00am to 1:00pm both days in East 203. This event is open to the student body, HACC alumni, and the community.

Often job fairs, including HACC's can be overly crowded, competitive, and intimidating if not sometimes even

confusing events, especially for those ill prepared. Often there will be nearly a hundred employers and hundreds of job seekers participating, making it a very difficult task to squeeze through the crowd and visit every employer's table while leaving a lasting impression.

There are ways however to make the most of your time on the job fair floor and ways to beat your competitors and successfully navigate this year's event. *These tips will improve your odds of not being screened out and instead, increase your chances of obtaining an onsite interview.*

Be Prepared- Do some research ahead

of time. Plan to log onto www.hacc.edu/lancasterjobfair prior to the event to learn what types of fields and organizations will be represented. Make a list of those that interest you and visit the company web sites to gather additional information.

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HACC Lancaster Campus Career Services Presents:

The 15th ANNUAL SPRING JOB FAIR



Date: March 18 and 19, 2015
Time: 10:00 to 1:00
Location: East Building, 203

- Meet area employers with job openings, full and part-time.
- Different employers each day.
- Free and open to the public!

FREE WORKSHOPS EACH DAY

Wednesday:
 March 18, 11:00-12:00, East 208.
 "An Introduction to Careers in PA Government"
 Sponsored by the Bureau of Employment Services

Thursday:
 March 19, 11:00-12:00, East 208.
 "An Introduction to Job Gateway, the state's premier job-matching system connecting PA job seekers and employers".
 Sponsored by the PA Dept. of Labor & Industry

To review a list of registered employers log on to www.hacc.edu/calendar

Dress for success and bring your resume!

Stop by our "on-the-go" tables in February & March for tips to help you prepare for the job fair.

HACC
 Lancaster
 100 W. Main Street
 Lancaster, PA 17602

Contact Career Services at:
 (717) 358-2290 for more information,
 or visit Room 327 Main

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Use Your Time Wisely- The more prepared you are walking into a job fair, the better you will be able to make productive use of this opportunity. Target the companies you want to make sure you talk with before you arrive. Even the brief meeting you will have with recruiters is a chance to make a positive impression on company representatives.

Present a Professional Image- First impressions make an impact. Dress for a job fair as you would for a job interview. Remember, the recruiters are evaluating you and making mental notes about your appearance as well as presentation. You want them to focus on your qualifications not your attire. It is always better to be overdressed than underdressed.

Bring Resumes- Make sure you have plenty of copies of your resume to give out to employers. If you have multiple interests or job objectives, make sure you bring enough of each version of your resume. Your resume is an important marketing tool, so be sure that the one you are using highlights your strengths.

Portfolios- More and more career experts are emphasizing the importance of career portfolios. These portfolios should include copies of your resume, a list of references, letters of recommendations, copies of evaluations, as well as, samples of your best work. While most career fair interviews are fairly short, there may be opportunities for discussing your portfolio with a recruiter depending on the volume of job seekers. It is best to always be prepared no matter what happens.

Interviewing- You may only have two to five minutes to market yourself and protect yourself from being screened out, thus you need to make the most of your time. Many experts suggest that you develop a one-minute "commercial" that highlights the key benefits that you can offer the organization-and then use it at the beginning of the interview. Also, remember the three keys to all interviews: make eye contact, offer a firm handshake, and show enthusiasm. You should also prepare answers to interview questions just as you would any employment interview. The most common question you will face is something along the lines of "What are you here for today?". Seems like an easy question to answer, especially if you've done your homework and can tailor your answer to your interests and the company's interests, thereby marketing yourself. Make sure you also have some questions ready to ask the interviewer. A great concluding question for you to ask is, "What do I need to do to obtain a second interview?".

Networking- Career/job fairs are all about networking. Of course, you are building a network with the recruiters. This task is most vital. However, you can also network with your fellow job-seekers in terms of sharing information about job leads, companies, and their recruiting strategies and styles.

Follow Up - After the job fair is over make sure that you take the extra effort to follow up with the employers that interested you. You might be surprised at how few jobseekers actually take the time to follow-up with their career fair interview, thus when you do it, you will get an edge over the many others who do not. Remember, these people may have received well over 100 resumes just from one job fair. In order to stand out from the crowd, send a personal thank you to the recruiters that you spoke with. Use this opportunity to remind them of your skills and the contribution you could make. Let them know that you would appreciate the time to speak with them further (expressing an interest in an onsite interview) and explain that you will call them next week. Make sure that you do call them when you say you will. You probably should also enclose another copy of your resume with the thank you letter. In addition, some experts even suggest actually calling the recruiter the evening of the fair and leaving a voicemail message or sending an email thanking the recruiter again for his/her time that day.

Even if you are not actively seeking employment right now, there are at least two good reasons why you should attend the event. First, job fairs can be utilized to research companies that are hiring in the area and to see which staffing companies are looking for qualified candidates. You can also learn about internship opportunities that may exist within the company. Take notes on the names of companies there and jot down the names of those representing that company. Later on when you are ready to actively begin your search, you can research the company by going directly to the career section of their website and see all of their job openings. If you wrote down the names of those representing that company at the job fair, you can call into the company and ask to talk directly to that person or have a name to which you can address your cover letter when mailing in your resume.

Even if you are not actively seeking employment right now, there are at least two good reasons why you should attend the event.

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Second, I'm sure you knew that networking would be mentioned. Of course a job fair is an opportunity to network, not only with people from the companies, but with other job seekers as well. You may run into some ex-coworkers that might have a few leads for you or an acquaintance you haven't seen in a while who is recruiting for one of the companies present. Seriously, you just never know what can happen when you network with others at a job fair.

Now is the time to begin preparing for this event. Plan to attend the **Job Fair on Wednesday, March 18th and Thursday, March 19th from 10:00am to 1:00pm.** Please note that different employers will be present each day of the event, so plan accordingly. Prepare now for the event by taking advantage of the numerous offerings Career Services provides including the "on the go" workshop series focused on preparing you for the job fair by providing you with tips and reviewing your resume. See the newsletter for information on location, dates and times or stop by Career Services, Main 327 for more information. We are here to assist you!

Finally, job offers may not be made at the job fair itself but if you perform at your very best and follow through on these simple guidelines, you may be well on your way toward the final interview at the company site and achieving success in this important strategic tool of job-hunting. **Good Luck!**

3 Things You Should Bring To The Interview!

#1 – Bring your portfolio. This could include samples of work that would be relevant to the job, awards earned or letters of recommendations.

#2 – Relevant news articles about the company or industry. Researching the company is a must.

#3 – Cheat sheet. Yes, it is okay to "cheat" during the interview. Writing down some questions you may have for the company ahead of time and perhaps a few words to remind you of skills you definitely want to get across during this time are all good rules of thumb.

As the job experts say, 80% is about preparation and 20% is about performance the day of the interview. So, this just shows that being prepared is the key to "nailing" an interview.

GOING UP!

A Guide to Creating a Successful Elevator Pitch

An elevator pitch is a 15 – 60 second personal commercial or personal selling statement that *concisely* tells the person to whom you are speaking who you are, what makes you unique, and the benefits you can provide. It can be used at a job interview, networking events, job fairs, and as the basis for a cover letter.

YOUR PITCH SHOULD INCLUDE:

-Who you are. Your name and something that makes you stand out from others, i.e.: major, degree, veteran, etc.

-Why you are interested. Briefly describe your goal/ interest.

-How you have acted upon your interest. Examples of things you've already done that show your desire. Don't just say "I have always wanted be a teacher," but rather "I have taken early childhood education classes and completed a practicum. I also volunteer at my daughter's pre-school."

-Why you are qualified. State your qualifications by stating your experience, achievements, skills, and strengths and what you can do for them.

-End with an action request. Ask for a business card or an interview appointment, or who else in the company you can speak with regarding a possible internship or opportunities in your field.

SAMPLE PITCH FORMAT:

-Hello, my name is _____ and I am completing a _____ degree in _____ at Harrisburg Community College.

-I am interested in a career in (or position as a) _____ in the _____ field (industry).

-I have been involved (during college) in _____.

-And developed skills in _____. I have also had an internship position (employment) as a _____ with _____ and discovered that I really enjoy _____.

-Can I meet with you to find out more to discuss your organization and opportunities in _____ or can you refer me to someone else in your company?

Practice your pitch so your delivery is comfortable and natural. Show confidence and use eye contact. Remember who better to sell yourself than YOU!

GERONTOLOGY

-What's New?

You may already know that gerontology is the study of aging, but are you aware that we are adding another gerontology program at HACC? Currently, we offer a Diploma (17 credits), a Certificate (30 credits) and a Health Science Associate Degree with a gerontology option. **What's new and exciting is that beginning with Fall 2015, we will be offering a fully online Associate in Arts degree (61 credits) in Gerontology.** It is a multidisciplinary degree in which students will study core courses along with more specific areas of study such as public policy, business, legal and ethical issues, diversity, and death.

You should consider this degree because there has never been a greater demand for health care professionals who specialize in gerontology.



It will prepare you for a variety of entry-level positions in the healthcare settings including retirement communities, aging caregiver services, and social work agencies.

In order to advance your career and provide you with additional opportunities, after completing the associate degree, you can pursue a bachelor's program in gerontology, social work, health care management, liberal arts and business. Some colleges with BA's in Gerontology are Towson University, University of

Maryland and Ashford University. Colleges with minors in gerontology include Millersville, Shippensburg and Penn State Universities.

Interested students in any major can register for gerontology one credit classes (GERT 100-104) which cover a variety of topics. They include practical information which not only help with aging friends and family, but can also count as free elective credits towards your major requirements.

The contact persons who are co-coordinators of our gerontology majors are: AnnaMarie Fazzolari afazzola@hacc.edu, and Kathy Sicher ksicher@hacc.edu. **For more information about our program, please go to: <http://www.hacc.edu/ProgramsandCourses/Programs/HealthCareers/Gerontology.cfm>**

It's All in the Palm of Your Hand!



A proper handshake is important when meeting new people, networking, interviewing, and for meeting employers at a job fair. You may find this information timely as HACC-Lancaster Campus Career Services is hosting its 15th Annual "Partnering for Success" Spring Job Fair on March 18th & 19th.

First impressions are important and even before we begin to talk others judge us. The handshake is a critical,

non-verbal form of communication that tells someone about you before you even speak. Common mistakes of the handshake include limp grip, sweaty palms, a bone crushing grasp, and a lack of eye contact. According to a survey commissioned by auto company Chevrolet, 70% of us lack confidence when shaking hands and 19% of us hate the gesture and are unsure of how to correctly do it. "The proper handshake should be firm with an energy that communicates sincerity, strength, and professionalism." Says Diane M Daniels, a certified image coach.

Although shaking hands seems like a simple act, here are some suggestions (as written by Andrea Pastore in the article, "What Your Hand-

shake Reveals") for improving that first impression:

- Extend your hand with your thumb pointed upward and your four other fingers straight ahead.
 - Grasp hands so that the web of your hand matches the same point on the other person
 - Do not offer (or take) just the fingers.
 - Hold firmly, but without a crushing grip.
 - Pump two or three times while making eye contact
- The handshake should last two or three seconds.

Your handshake makes a first impression. It is your personal signature and a reflection about who you are. . . so it really is all in the palm of your hand!

The Many Pleasant And Unexpected Benefits of **VOLUNTEERING**

When we think of volunteering, we probably all immediately consider one benefit to be the chance to contribute to others and aid in making our community a better place. This is very true and it is a huge benefit as volunteers make an enormous impact on their community. The fact is that many programs and services could not operate without their volunteers. Individuals who volunteer typically note the many friendships that have developed because of their volunteer experience and how they also feel it has benefited them both mentally and physically. Through these experiences, volunteers often find that they increase their own physical activity and by having regular contact with others it decreases depression and increases self-confidence by having pride in their work and feeling a sense of accomplishment.



In addition, volunteering can also allow you to improve your social skills and expands your social network which will benefit you when the time comes to search for internships and employment opportunities. Through volunteering, you will become exposed to like-minded people with common interests and to community resources available to you.

Like other career research tools, such as: job shadowing and informational interviewing, volunteering is also a chance to “try on a job to see if it fits” before making a long-term commitment. It allows you to “network” with people in this new career field and perhaps even exposes you to professional organizations or internships that could be of benefit to your career.

Volunteering can allow you to learn or develop a new skill or further develop some very valuable employment skills.

Through team work and project planning, volunteers are able to further develop their communication and public speaking skills, problem solving, project planning, managing/coordinating and marketing skills.

Finding the right volunteering opportunity starts with you exploring key areas about yourself including what you enjoy and are capable of doing.

Volunteering can allow you to learn or develop a new skill or further develop some very valuable employment skills....

Definitely investigate the opportunities that exist and know what is expected and be certain to be clear on the time commitment required. Be certain not to limit yourself to one organization or type of job. Try and visit different organizations to get a feel for what they are like and to get a feel of whether you’d be well suited for the experience.

Volunteer opportunities are all around us. You can find them within your community libraries, senior centers, within service and youth organizations and at places of work, as well as in museums and our national parks. Consider looking on the United Way Volunteer Center’s website at www.unitedway.org to get started. Here you can search volunteer opportunities that exist by area of interest.

Remember to start small...don’t over commit yourself! The more satisfaction you have as a volunteer, the better your contribution and the more likely you’ll continue with it! Just have fun and know you are not only making a great contribution but are benefiting from the experience in more ways than one.

I Owe It All to Community College

The following are excerpts from Tom Hanks' January 14, 2015 article in *The New York Times* entitled, "I Owe It All to Community College", where he reflects on his two years at Chabot College. Tom Hanks is an actor, producer and director. His 2011 film "Larry Crowne" was inspired by his years at Chabot College.

In 1974, I graduated from Skyline High School in Oakland, Calif., an underachieving student with lousy SAT scores. Allowed to send my results to three colleges, I chose M.I.T. and Villanova, knowing such fine schools would never accept a student like me but hoping they'd toss some car stickers my way for taking a shot. I couldn't afford tuition for college anyway. I sent my final set of stats to Chabot, a community college in nearby Hayward, Calif., which, because it accepted everyone and was free, would be my alma mater.

For thousands of commuting students, Chabotoffering courses in physics, stenography, auto mechanics, certified public accounting, foreign languages, journalism — name the art or science, the subject or trade, and it was probably in the catalog. The college had a nursing program that churned out graduates, sports teams that funneled athletes to big-time programs, and parking for a few thousand cars...

Classmates included veterans back from Vietnam, women of every marital and maternal status returning to school, middle-aged men wanting to improve their employment prospects and paychecks. We could get our general education requirements out of the way at Chabot — credits we could transfer to a university — which made those two years an invaluable head start. I was able to go on to the State University in Sacramento (at \$95 a semester, just barely affordable) and study no other subject but my major, theater arts. (After a year there I moved on, enrolling in a little thing called the School of Hard Knocks, a.k.a. Life.)

By some fluke of the punch-card computer era, I made Chabot's dean's list taking classes I loved (oral interpretation), classes I loathed (health, a requirement), classes I aced (film as art), and classes I dropped after the first hour (astronomy, because it was all math). I nearly failed zoology, killing my fruit flies by neglect, but got lucky in an English course, "The College Reading Experience."

A public speaking class was unforgettable for a couple of reasons. First, the assignments forced us to get over our self-consciousness. Second, another student was a stewardess, as flight attendants called themselves in the '70s. She was studying communications and was gorgeous. She lived not far from me, and when my VW threw a rod and was in the shop for a week, she offered me a lift to class. I rode shotgun that Monday-Wednesday-Friday totally

tongue-tied. Communicating with her one on one was the antithesis of public speaking.

Classes I took at Chabot have rippled through my professional pond. I produced the HBO mini-series "John Adams" with an outline format I learned from a pipe-smoking historian, James Coovelis, whose lectures were riveting. Mary Lou Fitzgerald's Studies in Shakespeare taught me how the five-act structures of "Richard III," "The Tempest" and "Othello" focused their themes.

In Herb Kennedy's Drama in Performance, I read plays.... I got to see the plays he taught, through student rush tickets at the American Conservatory Theater in San Francisco and the Berkeley Repertory Theater. Those plays filled my head with expanded dreams. I got an A.

Of course, I goofed off between classes eating French fries and looking at girls; such are the pleasures, too, of schools that cost thousands of bucks a semester. Some hours I idled away in the huge library that anchored Chabot's oval quad. It's where I first read *The New York Times*, frustrated by its lack of comics...

Chabot College is still in Hayward, though Mr. Coovelis, Ms. Fitzgerald and Mr. Kennedy are no longer there. I drove past the campus a few years ago with one of my kids and summed up my two years there this way: "That place made me what I am today."

Transfer Services Updates

Planning to Transfer to Millersville University in the Fall 2015?



Plan to Attend Millersville University's Instant Decision Day on the HACC Lancaster Campus

When: Monday April 13, 2015, 10:00 am-2:00 pm

Where: 202 East Building

What: If Millersville University is in your academic plan for Fall 2015 (after finishing at HACC), come to the Instant Decision Day program.

What you will need to do:

Register for the program at <http://www.signupgenius.com/go/10c0b44aba62fabf49-spring1>.

Application:

*Apply to MU by April 10, 2015 at <http://www.millersville.edu/admissions/undergrad/transfer/index.php>.

*Check the "fee waiver box" on the application. The \$40 application fee will be waived for your participation in the program!

Transcripts:

*Ask HACC to send official transcripts to admissions@millersville.edu or to Admissions Office, Millersville University, PO Box 1002, Millersville, PA 17551.

*Bring official transcripts in a sealed envelope.

*Request transcripts from other colleges you attended prior to HACC.

**Conditional decisions* may be made based on unofficial transcripts.

Admissions representatives will be available to:

*Meet with you individually.

*Review your application.

*Provide credit evaluations.

*Provide admission decisions.

Register for the program:

Contact Kyki.Bobotas@millersville.edu

If you are unable to attend on April 13th, there will be representatives in the East Lobby for "Millersville Mondays" on March 23 and April 27 from 10:30am – 1:00pm. If you wish to speak with a HACC Counselor regarding your transfer plans, call 717.358.2290 to schedule an appointment.



NEW!

Millersville Mondays @ HACC! Planning to Transfer to MU?

Speak with a MU admissions representative to learn more about the transfer process to Millersville University.

Individual appointments are available!

To schedule an appointment, contact Kyki @ kyki.bobotas@millersville.edu.

Visit dates are scheduled for: **March 23, April 27.**
(All visits 10:30am – 1:00pm, EAST Lobby).

TRANSFER INFO ~ ON THE GO!

- Get transfer information about colleges & universities
- Pick up Dual Admissions agreements & applications
- Learn how to access HACC's transfer website
- Speak with a transfer counselor about college searches and effective transfer strategies



Wednesday, March 25,
11:00-1:00

Tuesday, April 28,
11:00-1:00

East Lobby



For more information contact
Transfer Services
Main 327
358-2290



Top 5 Reasons to Attend Transfer Day

1. Meet with representatives from 50+ colleges and universities
2. Learn about the transfer admissions process
3. Research scholarship opportunities and learn about financial aid
4. Ask about the Dual Admission Program and other transfer articulation agreements
5. Inquire about application fee waivers (for some schools)

The Spring 2015 Transfer Day is on Wednesday, April 8th from 10am – 1pm in Room 203 and the Lobby of the East Building. For a full listing of schools, please see the back page of this newsletter. You can also stop by Room 327, Main Building, or call 717.358.2290 to schedule an appointment to meet with a transfer counselor.

Top 10 Reasons to Take a Summer Class



Have you considered taking a summer class?
The time to start planning is NOW!
Here is a list of advantages in taking summer classes:

- Jump Start ~ Get Ahead!
- Opportunity to take prerequisite courses
- Get a few of your general education courses out of the way
- Reasonable tuition compared to other colleges/universities
- Make a lighter course load for the fall semester – balance your schedule
- Is there a class that you are not looking forward to? Take a class in a shorter period of time
- Course scheduling flexibility – day, evening, blended, online
- Choose from a wide variety of courses
- Smaller class sizes
- Take classes within 6, 8, or 12 week schedules

Summer I Schedule:

6 week session – May 26 – July 2

8 week session – June 22 – August 13

12 week session – May 26 – August 13

Summer II Schedule

6 week session – July 6 – August 13

Fall Schedule

14 week session – August 24 – December 15

Priority registration for current students for the Summer AND Fall 2015 semesters will begin on April 6, 2015 beginning at 8am. Registration for new students will begin on April 13th and for Veterans on March 30th. The schedules are already posted on HACC's website at www.hacc.edu > Searching Class Schedules. NOW is the time to schedule an appointment with your assigned advisor for course selection. If you are not sure who your advisor is, you can look up this contact information on your "myHACC" account or you can call the Counseling & Advising Office at 717.358.2988. Don't delay – schedule your appointment today!

TRANSFER REPRESENTATIVES VISITING HACC LANCASTER CAMPUS

ELIZABETHTOWN COLLEGE:

Tuesday, March 17, 5:00-6:30, East Lobby

Tuesday, April 28, 5:00-6:30, East Lobby

MILLERSVILLE UNIVERSITY:

Monday, March 23, East Lobby, 10:30-1:00

Monday, April 27, East Lobby, 10:30-1:00

SHIPPENSBURG UNIVERSITY:

Monday, March 16, 10:00-2:00, East Lobby



**Gwynedd Mercy
University**

School of Graduate and Professional Studies

discover the Next >



For more information please
contact Kimberly Salgado,
Director of Partnership Development

918-640-0988

Salgado.k@gmercyu.edu
accelerated.GMercyU.edu

An educational journey that fits your career and life.

Gwynedd Mercy University can help you discover your next. We offer associates, bachelors, and master's degrees in business, health care, nursing, and education. We also offer a doctoral degree in educational leadership. These programs are offered through a convenient accelerated format, either online or at one of our three adult campuses.

Earn any of these degrees:

Associate of Science Degree

- Business Administration

Bachelor of Science Degree

- Business Administration – Organizational Management
- Business Administration – Health Administration
- Nursing (RN to BSN)
- Accelerated Nursing (ABSN) – second degree program

Master Degrees

Master in Business Administration Strategic Management & Leadership
Master in Business Administration Health Care Administration

Master of Science in Education

- Pre-K-4 Certification
- Grades 4-8 Mathematics and Science Certification
- Grades 4-8 Mathematics Certification
- Grades 4-8 Science Certification
- Secondary Education Certification – Biology
- Secondary Education Certification – Mathematics
- Secondary Education Certification – English
- Secondary Education Certification – Social Studies
- Without Certification

Master of Science in Educational Administration

- K-12 Principal Certification
- Curriculum and Instruction Certification

Master of Science in School Counseling

- Pre-K-12 Certification

Master of Science in Special Education

Doctorate in Education Degrees

- Educational Leadership in Higher Education
- Educational Leadership in PK-12 Schools and School Districts
- Educational Leadership in Special Education

We also offer the PA Superintendents Letter of Eligibility



Choosing the Right College for You!

Colleges, like people, have different personalities. Their personalities are shaped by their location, size, programs, faculty, services, and diversity of their student body. Look for characteristics that are important to you and are a good fit academically and socially. Keep your college list fairly broad to start; it can be narrowed down later as you make choices.

Know Yourself!

- Is learning about other people and their cultures and values important to me?
- Do I want to experience living in a totally different part of the country?
- What activities do I enjoy doing most?
- Am I comfortable in a large or small setting?
- Do I need specific services?
- Do I know what I want my major to be?

Know the Types of Colleges!

Pennsylvania State System of Higher Education (PASSHE) – The State System consists of 14 publicly-owned universities across the Commonwealth of Pennsylvania. They are Bloomsburg, California, Clarion, Cheyney, East Stroudsburg, Edinboro, Indiana, Kutztown, Lock Haven, Mansfield, Millersville, Shippensburg, Slippery Rock, and West Chester Universities of Pennsylvania.

State-Related Universities – State-related universities receive a significant amount of support from the Commonwealth of Pennsylvania. They include three large research institutions: Penn State University, Temple University, and University of Pittsburgh, as well as Lincoln University.

Private Colleges and Universities – These independent institutions are privately supported and can range in size from very small (<1000 students) to extra large (20,000+ students). Classes tend to be smaller than in many of the public schools and boast excellent student-to-faculty ratios. While these schools typically cost more than public institutions, they tend to have larger endowments and can offer attractive financial aid packages to students who apply. Examples of these schools are Elizabethtown College, Lebanon Valley College, Messiah College, and York College of PA.

Private schools can be affordable. Apply for admission and give the school the opportunity to create a financial aid package for you.

Know the Characteristics of Colleges!

- **Academic programs** – Does the college offer a degree in the major you want to study?
- **Size of school** – Would you prefer going to a school that is very small (<1000 students), small (1000-5999 students), medium (6000-7999 students) or large (8000+ students)? Do you prefer small class sizes? Do you mind being taught by a graduate student instead of a professor?
- **Geographical location** – Do you want to go to school in a large city, suburban, or rural setting? Consider your living arrangements (i.e., dorm, apartment with roommate(s), or living at home and commuting to college). What kind of weather do you prefer? Do you care how far away from home you will be?
- **Cost and financial aid opportunities** – What kinds of financial aid/scholarships are available? Tuition (money charged to cover the cost of instruction) and Room and Board (lodging and food) varies for each school. Also consider the cost of books, fees, and transportation.
- **Student body population** – What is the makeup of the student population? What is the campus environment? Will you feel comfortable on campus?
- **Social atmosphere** – Is there a Greek system, college athletics, or a club that interests you? Does the local community support the college?
- **Academic reputation** – How important is the college's reputation to you? Colleges and universities earn their academic reputation based upon factors that include the quality of their faculty and resources, research opportunities, graduation rate, and job placement for graduates.

Know the College Facts!

There are many resources to help you find specific information about colleges and universities. Each HACC campus is visited by admission representatives from 4-year colleges. To find their visitation schedules, go to www.hacc.edu > Transferring from HACC, or inquire at your HACC campus. Talk to the college representatives to find out where their colleges are located and what majors they offer. Pick up a view book or catalog and financial aid information. Visit their web sites or use the college handbooks in the transfer area of your HACC campus for more details. Talk to your advisor and professors and then begin to develop your list of favorite colleges. **Accreditation** by one of the six regional accrediting agencies recognized by the U.S. Department of Education or the Council for Higher Education Accreditation is important.

Transfer resources and advising are available at these HACC locations:

HACC Gettysburg Campus: Student Services Office
HACC Harrisburg Campus: Advising and Transfer Center, C213
HACC Lancaster Campus: Counseling & Advising Center, Room 330, Main Building
HACC Lebanon Campus: See your academic advisor.
HACC York Campus: Counseling and Advising, Y102

Know your Favorites!

Make a list of the colleges that have the characteristics you want. Then use their admission criteria* to categorize them in these three varying degrees of selectivity:

Safe schools – colleges that *almost always* admit applicants with your profile

Probable schools – colleges that *usually* accept applicants with your profile

Reach schools – colleges that are the *most selective* and may deny you admissions

A virtual campus tour can't take the place of a personal visit to the colleges you are interested in attending.

It is recommended you apply to 1-2 Safe schools, 2-4 Probable schools, and 1-2 Reach schools. Then plan to visit the colleges on your list. Make an appointment with someone in your major's department. Visit when classes are in session and make a point to talk to the students. Ask them if the professors are available when they need to talk to them and if they get most of the classes they want to take. Ask what social activities are available to students at the college and in the surrounding community and about anything else that is important to you (i.e., campus security, meals, housing, student services).

* Admissions criteria may include the number of applications received and the number actually accepted, their transfer student profile, their basis for selection, and their admissions requirements (GPA, SAT or ACT scores, course requirements) for transfer students (or high school students, when applicable).

Know the Application Process!

Many colleges prefer you apply on line. Go to their web site for information. Complete your application carefully since it is the primary document by which the colleges will come to know you. Apply for financial aid paying attention to the deadline. Request an official HACC transcript be sent to each college at the time of application. After your *last* HACC course, have a *final* transcript sent to those schools you are still interested in attending. Transcripts are usually sent institution-to-institution; however, follow the application instructions for their preferred method of receiving transcripts.

Follow up by telephone to make sure your online application went through!

In Summary

The college admissions process is competitive, and your chances of being admitted to your "Reach" school may increase if you successfully complete more than the minimum requirements. Most selective colleges look for students who have taken a challenging course load. Talk to your advisor to make sure you are taking the classes that colleges look for when they examine college transcripts. Take advantage of HACC's transfer fair programs by asking the college representatives which courses they recommend for admittance to the academic program that interests you.



Representatives from the schools listed will be available to answer your questions about their transfer requirements.

- Albright College
- Alvernia University
- American Military University/American Public University
- Arcadia University
- Bloomsburg University
- Cabrini College
- Cedar Crest College, Adult & Graduate Education
- Central Penn College
- Drexel University
- East Stroudsburg University
- Eastern University
- Eastern Mennonite University – Lancaster
- Elizabethtown College
- Elizabethtown College – Lancaster Center
- Harrisburg University of Science & Technology
- Immaculata University
- Kutztown University
- Lancaster Bible College
- LaRoche College
- Lebanon Valley College
- Mansfield University
- Marywood University
- Messiah College
- Millersville University
- Penn State Harrisburg
- Penn State York
- Pennsylvania College of Art & Design
- Pennsylvania College of Health Sciences
- Shippensburg University of Pennsylvania
- Temple University
- The Art Institutes
- Thiel College
- United States Marine Corps
- University of Maryland, College Park
- University of Phoenix
- University of Pittsburgh - Bradford
- University of Pittsburgh – Greensburg
- University of the Sciences
- Washington & Jefferson College
- West Chester University
- Widener University
- Wilmington University
- Wilson College
- York College

Updated February 18, 2015

Date: Wednesday, April 8, 2015

Time: 10:00 AM—1:00 PM

**Location: Lancaster Campus,
Room 203, East Building**

Contact the Career & Transfer Center for more information in 327 Main or call 358-2290

SPRING 2015 TRANSFER DAY

**OPEN HOUSES &
INFO SESSIONS
AT TRANSFER SCHOOLS**
(contact each school for open house schedule information)

- Albright College.....Mar 28, Apr 12, Jun 26, Jul 12
- American Military University..... Mar 17
- Alvernia University.....Mar 10, Apr 14, Apr 25
- Arcadia University...Transfer Eval Day.....Mar 4
- Bloomsburg University...Transfer Tues on..... Mar 31
- Cedar Crest College..... Apr 23, Jun 11
- Drexel University.....Mar 7 & 8
- Eastern University..... Mar 21
- Elizabethtown College.....Apr 11, Jul 12
- Harrisburg Univ of Science..... Mar 28
- Kutztown University.....Mar 26, Apr 18, Apr 21
- Lancaster Bible College.....Apr 10
- LaRoche College.....Mar20, Apr 25, Jul 20
- Mansfield Univ of PA.....Mar 21
- Marywood University.....Apr 11, Apr 18
- Messiah College.....Apr 11
- Penn State HBG.....Mar 28
- Pennsylvania College of Art & Design.....Mar 21
- Penn College of Health Sciences..... Apr 18, Jun 13
- Shippensburg University of PA.....Mar 21, Apr 11
- Thiel College.....Mar 19, Apr 9
- University of Maryland, College Park.....Apr 25
- University of Pittsburgh-Greensburg.....May 6
- Widener University.....Apr 18
- Wilmington University.....May 6
- York College of Pennsylvania.....Transfer Tuesdays