To enroll in the Dual Admissions Program, the following criteria must be met:
1. HACC student currently enrolled in an AS, AA or ADN degree transfer program.
2. Minimum 2.0 GPA (* Early Childhood Education requires a 3.0 GPA)
3. Submission of a Dual Admission Program application and official college transcripts.
4. Continuous enrollment at HACC (excluding summer).
5. Completion of AA or AS degree at HACC prior to enrollment at MU

Enrollment Process:
1. Complete HACC/MU Dual Admissions Application. This form is available in the HACC Harrisburg Campus Career and Transfer Center (CTC) and must be returned there. At the branch campuses, check with the Student Services Office for Dual Admissions Application forms.
2. HACC Career and Transfer Center (CTC) personnel or the Student Services Staff will record the student’s intent to be in the DAP and forward the completed application along with an official HACC transcript, to the MU Admissions Office.
3. Arrange to have official college transcripts sent directly from all institutions previously attended.
4. The MU Admissions Office will enter the student into the MU computer system and will provide annual transcript credit evaluations.
5. MU Admissions Office will then notify the student that s/he has been accepted into the DAP. Included with this letter will be advisement check sheets or MU curriculum sheets.
6. MU personnel will visit each of the HACC campuses (Harrisburg, Lancaster, Lebanon, Gettysburg, York) periodically throughout the fall and spring semesters.
7. The MU Admissions Office will contact the DAP students periodically, assessing continued interest in the program.
8. HACC records office will send an official transcript for each DAP student to the MU Admissions Office, at the conclusion of each semester.
9. MU Admissions Office will send an Admission Letter requesting a confirmation fee to each DAP student approximately 6 months prior to the anticipated MU enrollment date.
10. DAP students will be required to submit a confirmation fee prior to the semester for which they wish to be enrolled at MU. This fee confirms their intent to enroll at MU.
11. Student MUST complete the AA or AS degree in a transfer program at HACC to be admitted to MU as DAP student.
12. MU Admissions Office may remove students from the DAP for the following reasons:
   - Continuous HACC enrollment is not maintained (determined by the absence of a transcript at the conclusion of a semester).
   - GPA falls below 2.0
   - Student indicated an MU enrollment date which has passed.
   - A request to change the original “anticipated MU enrollment date” has not been received within 1 term of that date.

13. If a student has been removed from the program or he or she no longer intends to complete an Associates Degree prior to enrolling at MU, he or she may apply as a regular transfer student at

http://www.millersville.edu/admissions/undergrad/apply/transfers.php

14. Weekly Information Session are offered on the MU campus throughout the year. Dates and registration at

http://www.millersville.edu/admissions/undergrad/visit/
MU EQUIVALENCY LISTS
http://www.millersville.edu/registrar/transferequivalency.php

HACC TRANSFER CONTACTS

Harrisburg Campus
Mary Fourlas
(717) 780-2407
mlfourla@hacc.edu

Lancaster Campus
Jennifer Alleman
(717) 358-2290
jlallema@hacc.edu

Lebanon Campus
Ann Burris
(717) 270-6319
amburris@hacc.edu

Gettysburg Campus
Mary Arnold
(717) 337-3855 x 3303
mfarnold@hacc.edu

York Campus
TBD – Welcome Center
(717) 718-0328

MU Transfer Coordinator:
Kyki Bobotas
Admissions Office
Lyle Hall, 2nd Floor
(717) 872-3371
Kyki.Bobotas@millersville.edu

MU Credit Evals.
Frances Axsmith
Academic Success Center
Lyle Hall, 2nd Floor
(717) 872-5566
Frances.Axsmith@millersville.edu

MU Learning Services
Sherlynn Bessick
Office of Learning Support
348 Lyle Hall
(717) 872-3178
learning.services@millersville.edu

MU Nursing program:
Barbara Zimmerman
Caputo Hall
(717) 872-3376
Barbara.Zimmerman@millersville.edu

MU Financial Aid
Dwight Horsey
Office of Financial Aid
Lyle Hall, 1st Floor
(717) 872-3024
FA.mail@millersville.edu

Transfer student applications and transcripts must be sent to:
Admissions
Millersville University
PO Box 1002
Millersville, PA 17551-0302

HACC / MU Dual Applications should be returned to:

Harrisburg Campus
Jean Tucker
Advising and Transfer Center
Cooper Student Center, Room 215

Lebanon Campus
Christy Gruber
Welcome Center

HACC Transfer Student Applications should be sent to:
Harrisburg Campus
Jean Tucker
Advising and Transfer Center
Cooper Student Center, Room 215

Lancaster Campus
Leanne Frech
Welcome Center
Main Building

Gettysburg Campus
Welcome Center

Revised April 2014