

June 3, 2016

The Honorable Thomas K. Norment, Jr.  
The Honorable Emmett W. Hanger, Jr.  
Co-Chairs, Senate Finance Committee  
Senate of Virginia  
P. O. Box 396  
Richmond, VA 23218

The Honorable S. Chris Jones  
Chair, House Appropriations Committee  
General Assembly Building  
P.O. Box 406  
Richmond, VA 23218

Dear Chairmen Norment, Hanger and Jones:

Norfolk State University (NSU) was awarded funds under Item 142.10 of the Appropriation Act (Regular Session 2015) to increase the number of students eligible as transfers under *Code of Virginia* §§ 23-38.10:9 to 23-38.10:13. The Two-Year College Transfer Grant goal for Norfolk State was set in the Appropriation Act at 80 eligible students. For Fiscal Year (FY) 2015-2016, the institution attracted a low number of eligible transfers (and enrollment, in general) that may have been attributable to the accreditation sanction placed on the institution in the prior fiscal year. The removal of the sanction by the accrediting agency in December 2015 has eased the negative impact on enrollment of first-time freshmen as well as the transfer of students to the institution. Norfolk State University is now experiencing a renewal of interest by students in its high quality, affordable academic programs and as a result, the number of applications for first time freshmen and transfer students have risen significantly.

The following details the accounting of the Two-Year College Transfer Grant funds for FY 2015-2016 and NSU's efforts to achieve the transfer target established for this Grant. In fall 2015, NSU awarded incentive grants totaling \$3,500 to seven (7) eligible transfer students (\$500 each for the semester). In spring 2016, only one (1) student was awarded the incentive grant of \$1,000. The total grants awarded for FY 2015-2016 was \$4,500 for eight (8) eligible transfer students.

In administering the first year of the Two-Year College Grant program, it was noted that many of the transfer students were ineligible for the incentive grant: many did not possess the requisite associate's degree and/or the 3.0 grade point average. With a mission of providing access and opportunity for all students, Norfolk State University is diligently and proactively working with the students at the local community colleges to ensure their eligibility and also projects an increase in eligible transfer students. For FY 2016-2017, NSU projects at least 15 students will be awarded the transfer incentive for fall 2016 and five (5) students for spring 2017.

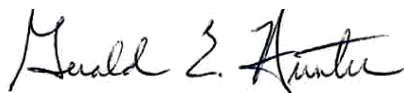
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The institution has undertaken many actions and initiatives designed to increase the enrollment of eligible transfer students at Norfolk State University. These efforts include but are not limited to:

- Encouraging students at the community colleges to complete the associate's degree prior to transferring to NSU;
- Increasing the number of visits to community colleges across the Commonwealth and adding additional staff to the transfer effort;
- Establishing a "Transfer-mation Center" to work solely with transfer students and provide one-on-one guidance;
- Offering non-site admissions for transfer fairs, campus visits, walk-ins, etc.;
- Focusing primarily on local community colleges;
- Sponsoring special transfer opportunities for prospective students, such as:
  - Sponsored events such as *Transfer Thursdays*, *Transfer Weeks*, *Transfer Months*, and *Transfer Roundups*,
  - Extended office hours for transfer services,
  - Special Transfer Student mixers and other activities for transfer students;
- Hosting special events for Community College Counselors' (e.g., luncheons, campus visits);
- Increasing communications channels through email campaigns, direct calls, weekly reminders to admitted students, and direct calls to students with incomplete files; and
- Meeting with the President of Tidewater Community College and other community colleges to address transfer opportunities and gaps to further cultivate the working relationship between the institutions.

Should you need additional information, do not hesitate to contact me.

Respectfully,



Gerald Hunter  
Vice President for Finance and Administration  
Norfolk State University