Recommended Transfer Programs

This tutorial will demonstrate how to use the Recommended Transfer Program function in ARTSYS.

Recommended Transfer Programs, also known as RTPs, provide a list of suggested courses that a community college student can take prior to transfer, that dovetail nicely with their intended major at a four-year institution.

First, click on the “Recommended Transfer Program” option from either the red links located towards the middle of the page or in the “Transfer Tools” pull-down menu located in the upper right hand corner.
Selecting Institutions

If you have not done so previously, you will be redirected to select the institutions that will direct ARTSYS to display the appropriate course list for your intended major. With the first pull down menu titled “Transfer From Institutions”, select the community college that you are currently attending.

Then, using the second pull-down menu named “Transfer To Institutions”, select the four-year institution that you want to transfer to. After you have made your selections, click on the “Submit” button.
**Show All RTPs Option**

The next webpage presents two options. The “Show All RTPs” option presents a list of the available Recommended Transfer Programs for all majors offered at your selected four-year institution. When you choose this option, you have a pull-down menu titled “Display RTPs using”, which presents the available options for how the course list can be displayed. The “Sender Courses” option displays the RTP using the courses active at the community college, while the “Receiver Courses” option shows the course list with courses offered at the four-year institution. If you are transferring from a community college to a four-year school, select the “Sender Course” option. Then click on the red “Next Button”.

A list of academic majors appears on the following page. Click on link for your potential major and ARTSYS will display a list of community college courses that are suggested for you to take prior to transfer.
Search for a RTP Option

The other option is to “Search for a RTP”. There is an open text box where you have the option to enter the full or partial name of the major that you want to have displayed. There are two additional pull-down menus that appear below the text box. Selecting “Sender Courses” directs ARTSYS to display the Recommended Transfer Programs with the course IDs used by the two-year institution while selecting “Receiver Courses” orders ARTSYS to display the RTP course listing with the course IDs used by the four-year. Once you have made your selections for these two pull-down menus, click on the “Search Specific RTP” button.

ARTSYS will display the RTPs reflecting any major that contains the search term entered in the text box on the following webpage. Your list of results may contain one listing or several options if the four-year institution that you selected offers multiple programs that include your search term.

Choose the option that represents your intended major and ARTSYS will display the academic program's RTP.
Understanding a RTP

An RTP contains two parts: the recommended course list and the “Additional Requirements and Information” section. The recommended list of classes contains a total of approximately 60 credits of coursework and contains two forms of course information: courses that are specifically named, and links that represent General Education areas which present a list of course options if you click through on them.*

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* This Salisbury University source has no Equivalency at Anne Arundel Community College. Check with your advisor for an alternate course.
Understanding a RTP (continued)

The “Additional Requirements and Information” section is an optional area where you can find information such as selective admissions requirements, research and internship opportunities and what students do once they graduate from that academic program.

Thank you for taking the time to read this tutorial and for your interest in the ARTSYS system.

If you have any questions about the information presented in this video, please contact us at artsy@usmd.edu