

Transfer Checklist



Meet with your Guidance Counselor to make sure you have taken classes from an accredited Community College that will transfer to a Four Year Institution.
Ask about Articulation. (An agreement between the colleges that states which courses will transfer for particular Programs)

DON'T GO OVER THE CREDIT TRANSFER LIMIT!



Be prepared to take any “missing” classes



Research the College or Colleges you wish to transfer to

Questions:

Does this college have a program to suit my needs?

Is there an Internship and/or placement program?



Get Your Transcript Evaluated/Request your official transcript to be submitted to your College(s) to which you wish to transfer

There is a fee for this, payable to the cashier or bursar

By this time you should have declared a major

Don't forget your transcripts from previous Colleges if applicable

Questions:

Do I want to attend my Graduation for my Associates Degree?

A. If so, there is a fee for this as well.

Why Would I want to graduate with an Associates Degree instead of just transferring?

A. An Associates Degree is almost always accepted as automatic admission. (Not always so be sure to check)



Ask your Professors and employer for a letter of recommendation.



Always look for Scholarships through other venues. Ask at work, local organizations, clubs, etc.



Submit your online admissions application. While there apply for scholarships and/or research work-study programs

There will be steps to follow on the admissions website.

There is an application fee



Put all important dates on your calendar; both hard copy by month and in your Google or other calendar.

DON'T MISS YOUR FAFSA OR SCHOLARSHIP DEADLINES!