

TRANSFER TIMELINE / CHECKLIST

FIRST 45 CREDITS / FIRST YEAR

1. Plan ahead

- When you begin your education at SPSCC, research what majors fit your educational and career goals. A major is an area of specialization in a Bachelor's (four-year) degree.
- Make sure that the colleges you choose have the major that you are interested in. Also consider other criteria that are important to you such as cost, lifestyle, location, and internship opportunities.
- Investigate the prerequisite classes for the major you want (these may vary between schools). These are the classes that you should plan to take at SPSCC to be "major ready" when you get to the 4-year school. (See handout "Becoming Major-Ready") * *do this step ASAP* *
- Contact potential majors as soon as possible to address any prerequisite questions you may have.
- *Meet with your Educational & Career Planner to create a Degree Plan that includes required courses for the school/program and for ongoing help with your transfer process*
- Find out if your major requires a separate application.

2. Choose Your Colleges

- Narrow the number of potential transfer schools to 8-10.
- Research their application processes and application deadlines. *** *Running Start students apply as First-Year students. Most other students follow Transfer application processes* ***
- Research their financial aid and scholarship deadlines.
- Contact university representatives and advisors of the major you are interested in if you have any questions regarding the admissions processes. They want you contact them as early as possible!
- Create a timeline that provides for the necessary amount of time to complete applications and meet deadlines. * *Remember, Running Start students apply as First-Year students* *

TURN OVER



LAST 45 CREDITS / SECOND YEAR

3. Apply

****Application deadlines range widely****

- Apply to the college. Read the directions carefully, and be sure you have all the materials needed to apply. Confirm application deadlines. * *Remember, Running Start students apply as First-Year students* *
- If recommendation letters are required, start the process at least six weeks ahead of the deadline. Contact your recommenders and immediately get any documents to them that they may need. Write thank-you notes afterwards.
- Start your application essay/personal statement at least six weeks in advance so that you can make revisions for an outstanding application. Help is available through the Writing Center in the Library, Building 22.
- Send official SPSCC transcripts to the college (\$8.00/transcript: <https://spscc.edu/services-support/transcripts>)
- Pay the application fee and submit all materials by the deadline. (Some colleges allow you to request a waiver for the application fee. Assistance may also be available via the SPSCC Foundation's "Testing & Other Fees" Grant: <https://spscc.edu/financial-services/scholarships>)

4. College Costs

- Fill out the online financial aid application at www.fafsa.ed.gov as soon as it is available for the academic year you will be starting at the 4-year school.
- Research scholarships and apply. Scholarships may be found on college and university financial aid websites. Schools may automatically match you with available scholarships, and some scholarships may require individual applications. <https://www.washboard.org> connects students to Washington scholarship providers.

5. After Acceptance

- Pay the tuition deposit for the school you want to attend.
- If you plan to live on campus or are required to live on campus, send your housing request form and deposit.
- Order your official transcript showing awarding of your degree from SPSCC to your new college.
- Sign up for all orientations that are available to you. Plug into your new community by participating in the clubs, organizations and transfer and diversity centers available at your school.

Brought to you by the Advising, Career & Transfer (ACT) Center

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SCAN ME