

FIVE STEPS

to a Successful Transfer

STEP 1: Identify the career and course of study you want to pursue.

Before you pick a transfer college or university, it's important to identify your ultimate goals. Your first step is to develop your educational and career goals and pick some possible majors that will put you on the path to reaching those goals. Need help? Visit FLCC's Academic Advising, Career and Transfer Services Office for career guidance and assessment resources.

Remember, four-year colleges and universities will expect you to commit to a specific major when you apply for admission, so **you should complete this step by the end of your first semester at FLCC.**

STEP 2: Gather information on potential colleges and universities, and narrow your choices.

Narrow your choices and answer, “**what am I looking for in a transfer experience?**” with these topics:

- **Location** – Do you wish to stay close to home or go far away? In state or out of state? Urban, rural, or suburban? Remember that state residency requirements often affect tuition and eligibility for state aid.
- **Size** – Do you prefer a large university or a small, private college? Consider overall attendance and average class sizes.
- **Population** – What is your dream four-year institution like? Some things to think about are diversity, religious affiliation, traditional versus non-traditional age.
- **Atmosphere** – Do you favor a commuter or residential school? Does the student life suit you?
- **Majors** – For each four-year you investigate, find out what degrees are offered and whether the institution is accredited. Gather information about internships and alumni networking opportunities for each major.
- **Requirements** – For each option you consider, find out what courses are required of transfer students for acceptance into your major. Also investigate how competitive each college or university is, both in terms of admissions and grading.
- **Cost** – How much are you willing and able to spend on tuition? Room and board? Books?
- **Financial aid** – Investigate how many students receive financial aid, and determine the aid requirements and process. Be sure to explore the application deadlines. You may also wish to find out if Federal Work Study is available.
- **Scholarships** – What transfer scholarships are available? What criteria are used for selection? What are the deadlines?
- **Services** – Are you looking for certain services, such as tutoring, counseling, study abroad, career development, or support for students with disabilities?
- **Activities** – Are you interested in clubs, honor societies, events, and athletics?

You should complete this step by the end of your second semester at FLCC.

Helpful transfer tips!

- Make an appointment at the **Academic Advising, Career and Transfer Services Office** to meet with a transfer counselor.
- For a **Fall Semester transfer**, apply between mid-November and early February.
- For a **Spring Semester transfer**, apply in September or early October.
- If you haven't heard by mid-semester, it is acceptable to **check on the status of your application**.
- Attend orientation at your selected college or university to **meet others and to learn about your new campus**.

STEP 3: Choose three or four colleges or universities that will help you meet your goals.

Use the answers from the questions in Step 2 to narrow down your choices to three or four colleges and universities. For each one, research the academic requirements. You should review college catalogs, contact admissions representatives, and participate in campus visits or virtual tours. Through your research, you should be able to determine:

- GPA requirements for admission AND the GPA requirements for acceptance to your major
- Course prerequisites for your major and general education requirements for graduation

You should also request transfer applications and financial aid information from each college or university. You can probably find most of the information online, but you may have to call or email. To keep yourself organized and make your search easier, you should start a file for each school you are considering. Keep a record that includes names and phone numbers for all in-person, phone, or email contacts you make, as well as what you were told.

You should complete this step by the end of your second semester at FLCC.

STEP 4: Complete and submit applications to your top-choice colleges and universities.

It's important to find out about and stay ahead of application deadlines, particularly when applying to selective programs and institutions. You can check the websites for specific deadlines. Be sure to complete and send all admissions and financial aid applications on time. Remember to keep a copy of each application you send.

- **Essays** – Although essays are often said to be optional, consider them mandatory if you want to be a competitive applicant. If you need help completing applications, visit FLCC's Academic Advising, Career and Transfer Services Office or The Write Place.
- **Transcripts** – You will need to send your official FLCC transcripts to the Admissions Office of each college or university to which you apply. Transcript request forms are available via WebAdvisor (webadvisor.flcc.edu) or in the FLCC One Stop Center. There is a \$5 fee for each transcript. Most schools want transcripts after your third semester grades are posted.
- **Financial Aid** – If you're applying for financial aid, you will need to complete the applications required by the Financial Aid Office of each college or university to which you are applying. Some schools require other applications in addition to FAFSA and TAP, so you should check with each four-year to find out what financial aid applications are needed. Review and compare each financial aid package carefully.
- **Scholarships** – Research scholarship options. Contact the Admissions Offices of each college or university to which you apply and request scholarship information. Additionally, the FLCC Foundation offers scholarships to graduating students who are transferring. You can search for scholarships online by visiting flcc.edu/aid or the websites of the colleges and universities to which you have applied.

You should complete this step during your third semester at FLCC.

STEP 5: Fulfill your FLCC graduation requirements and complete the transfer process.

You're so close to reaching your transfer goals! Don't forget to:

- Submit the FLCC Graduation Application when you register for your final semester at FLCC. Graduation Applications are available at the One Stop Center.
- Send your admission deposit by the required deadline to reserve your place at your transfer college or university.
- Research on- and off-campus housing options.
- Send a final, official transcript (after your final FLCC grades are posted) to the transfer school you selected.
- Make sure your immunization information is up-to-date and on-file at your new college or university before you register.
- Attend the transfer four-year's orientation.

JUMP START THE TRANSFER PROCESS!

Reach your goals. Our transfer experts can help!

FLCC is a terrific first step on your way to a bachelor's degree. The type of four-year college or university you choose depends on your academic interests, personal needs, and career plans. Some of these factors brought you to FLCC, and they are equally important as you choose your next campus. Transferring involves much more than simply moving. It means researching colleges, planning courses, and—most of all—it means making decisions about your life.

Visit FLCC's Academic Advising, Career and Transfer Services Office to meet with a transfer counselor and explore online and print resources to help you identify the four-year institution that meets your goals. You can also take advantage of transfer services programming, including Fall and Spring **College Transfer Fairs** and the **Advisor in Residence Program (AIR)**. These opportunities allow you to learn about the application and credit transfer process by chatting directly with admissions representatives from four-year colleges and universities. You'll also be able to gather information on financial aid, student life, and more. Then you can work one-on-one with your FLCC advisor to pick courses that will meet the requirements of your FLCC degree AND your transfer four-year school's requirements. **Your options after FLCC are wide open!**



ACADEMIC ADVISING, CAREER and TRANSFER SERVICES

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