

TIPS-2- TRANSFER

for Community
College or 2-Year
College Students



Are you interested in pursuing a bachelor's degree following completion of your associate degree? Or, perhaps you wish to make a change and continue your studies in a different area or major. Read on.

Q&A

Transferring from a 2-year to a 4-year college or university

➤ 1. How do I identify my career interests?

- Start at the end and ask yourself: Where do I want to end up, and how do I get there? Think about your interests and your skills, and how they can lead to different career paths. Visit Explore Careers at GoCollegeNY.org for online tools to match your interests with a career. Meet with a career counselor at your current college to research academic majors and help you explore your options.

➤ 2. How do I research transfer colleges?

- Think about what is important to you: majors offered, GPA requirements, geographic location, size, cost, selectivity, athletics, housing, religious affiliation, and setting (urban, suburban, or rural). Search for colleges that meet those criteria. There are many online college search websites such as GoCollegeNY.org that will help.
- Be sure you take a look at course equivalencies, often found on an institution's website, to determine how your earned college credits will transfer.

➤ 3. What steps can I take to help me make my final college choices?

- Meet with a Transfer Counselor at your current college.
- Visit campuses! You want to get a feel for the culture of a college to determine if it is a good fit for you.
- Always meet with an admissions representative at the university or college you're interested in attending. During the visit, inquire about potential scholarships, housing, financial aid, and other important concerns.

It is very important to understand how your current college credits will transfer.

➤ 4. What courses should I be taking now and how will I know what credits will transfer?

- Concentrate on the pre-requisites you'll need to be admitted into your chosen academic major. Note that many colleges have very specific criteria for the transfer of major courses.
- Review Course Equivalencies often found on the 4-year institution's website.

➤ 5. How do I begin the application process?

- Check the college's website for application procedures.
- Some academic programs (e.g., nursing, teacher education, social work) require a separate application in addition to the general application.
- Many universities/colleges prefer that you apply online. College applications are often found on the college's Admissions page in a link such as 'Apply Now.'
- Always pay attention to the deadlines!

➤ 6. Which transcripts do I need to send?

- Request your official transcripts from your current college and ALL other colleges attended, and from your high school, if required by the college.
- Keep track of who you submitted the transcript request to, when the request was made, and the mailing address you indicated on the request.

Helpful Websites:

- www.nycolleges.org
- www.GoCollegeNY.org
- www.studentaid.ed.gov
- www.hesc.ny.gov
- www.collegetransfer.net

Be sure to watch the deadlines for submission of all applications.

7. How do I apply for financial aid?

- Contact each college's financial aid office to ensure you complete all paperwork required to be considered for all types of financial aid.
- Visit studentaid.ed.gov to learn about federal money for higher education. Visit hesc.ny.gov for information about New York State aid programs.
- Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Do not wait to be accepted before applying for financial aid!
- Include all universities/colleges you are considering on your FAFSA. Additional colleges can be added to your FAFSA at a later date.
- If you are a New York State resident applying to a college in New York State, apply for TAP online at: www.tap.hesc.ny.gov
- **Watch the deadlines for submission of all financial aid applications.**

8. How do I check the status of my application?

- Call the college or go online to check the status of your application.
- Keep in contact with the Admissions staff at the colleges you are applying to throughout the process. Ensure your contact information (telephone number, email address, and mailing address) is current.

Questions to Ask Your Transfer Counselor

Check with the Transfer Counselor at the college or university to which you are applying to be sure that you meet all admission requirements and deadlines. Ask:

- What courses and credits will be accepted for transfer credit and what are their course equivalencies?
- How will the transferred courses and requirements enable me to earn the degree I am seeking?

Transfer Checklist

- Identify the academic major you hope to pursue**
- Research colleges and universities**
- Visit the campus (take a tour); or, if not possible, visit virtually on the web or use social media
 - Schedule an appointment with admissions and/or the academic department that interests you
 - Ask about:
 - Transferability of credits
 - College cost
 - Financial aid (learn about availability of grants, scholarships and loans, as well as application requirements and deadlines)
- Gather and prepare application and supporting documents such as:**
 - High School transcripts (if required) and, if also requested, SAT or ACT, and AP scores
 - College transcripts from current college (if attending) and all other colleges previously attended
 - Educational gap statement/essay (if you have taken time off from school, you may be asked to write an essay outlining what you have been doing during that time)
 - Letter(s) of recommendation
- Apply for financial aid**
 - Submit your FAFSA
 - Apply for any scholarships, grants, other aid

Once you've been admitted...

- Review your Transfer Credit Evaluation**
- Meet with an advisor or transfer counselor to register for courses and complete enrollment**
 - Pay deposit by deadline
 - Decide on housing (if needed)
 - Attend orientation session
 - Submit health and immunization records
 - Submit final college transcripts

Transfer Terms

Articulation/Transfer Agreements

A formal agreement between institutions (usually between community colleges/2-year colleges and 4-year institutions) that maps out transfer of credits from a 2-year to a 4-year degree program.

Credit Evaluation

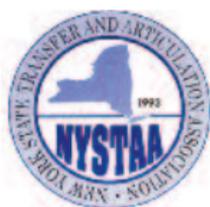
A Credit Evaluation is an assessment of a student's transfer credit, generally performed at the time of admission. A student's previous college credits are evaluated to determine if the transfer college has equivalent courses and can then offer transfer credit.

Residency (relating to transfer)

The number of courses, credits or percentage of a program a student must complete at an institution to graduate from that institution.

Transfer Credits

Also known as Credit Transfer and Advanced Standing, these are terms used by colleges and universities for the procedure of granting credit to a student for educational experience or courses completed at another institution.



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