

Successful TIPS FOR STUDENT TRANSFER

WHAT CAN I DO TO ENSURE A SUCCESSFUL TRANSFER? It's never too early to begin planning. Your decisions and commitment to a specific program and university directly impact the success of transferring credits. The longer you wait to make decisions, the more you risk delaying degree completion. We recommend the following:

- Declare your intent to transfer when you begin transfer coursework.
- Declare your major and university by the time you have earned 24 credits.

The following is a **general** timeline to assist you in planning your transfer:

4 SEMESTERS BEFORE TRANSFERRING:

- Find out which universities offer majors that interest you: check the [Arizona Transfer Major Guides: http://www.aztransfer.com/TransferGuide.com/TransferGuides](http://www.aztransfer.com/TransferGuide.com/TransferGuides)
- Investigate possible transfer institutions that offer your intended program(s) – by desired features (i.e., cost, location, size, services, distance learning).
- Consult advising, faculty, counseling, and career center personnel/resources to assist you with choosing your major.
- Learn more about general education requirements and lower-division requirements.
- Begin looking for scholarships, discounts and other ways to meet costs.
- Pay attention to required course sequencing and GPA requirements for your program.

3 SEMESTERS BEFORE TRANSFERRING:

- Narrow your choices and decide on a transfer institution.
- Learn about admission requirements, and investigate program-specific selection criteria and requirements such as auditions or portfolios. This information is found in catalogs, counseling manuals, and on university websites: [ASU](#), [NAU](#), [UA](#). Many majors have priority deadlines.
- Solidify your choice of academic major or area of study.
- Use [Major Guides](#), the [Course Equivalency Guide](#), and [Personalized Transfer Planning Guides in CAS](#) to assist you with course selection: <http://www.aztransfer.com>
- Get to know your chosen transfer institution's academic calendar and deadlines.
- Visit the university prior to applying.

2 SEMESTERS BEFORE TRANSFERRING:

- Continue selecting courses that transfer appropriately within your program of study.
- Submit your applications for admission and financial aid along with **all** of your official transcripts, AP and CLEP test scores if you have any, and immunization records. (High school transcripts and test scores such as ACT or SAT may also be required.)
- Determine the best time to file the *Free Application for Federal Student Aid (FAFSA)*, depending upon the priority dates of the universities you are considering.
- Once admitted, complete specific scholarship applications.
- Apply for housing, if needed.
- Talk with advisors and academic professionals at your transfer institution—call ahead for an appointment. Find out if orientation is required and keep abreast of changes in program requirements.
- See your community college advisor to check your eligibility to graduate.

1 SEMESTER BEFORE TRANSFERRING:

- Complete transferable coursework in your program and apply for your Associate Degree and Graduation.
- Request an AGECE certification on your transcripts.
- Send official transcripts at the end of your last semester (with your AGECE & Associate Degree posted) before transferring, and verify that you do not possess any financial/administrative holds.
- Attend new student orientation sessions or use online orientation tools. Be sure to request maps, directories, tour information and other essentials.
- Register for classes at your transfer institution.

CHOOSING A MAJOR

Beginning or returning to college is one of the most life-changing decisions you can make. Before deciding "Where" to study (as in which institution), you obviously need to have a firm understanding of "What" you are most interested in studying. Unfortunately, there is no one, simple way to figure this out. You must rely on introspection as well as accurate information you receive from others. Information is available at your high school campus, community college, local libraries, and on the Internet. Other tips include:

- Examine and self-assess your abilities, career and life goals, interests, and values. What are your strengths? What are your weaknesses? What kind of skills do you have? What subject areas do you like? What do you value in work – security, stability, pace, working alone or with groups, etc.
- Visit http://www.collegeboard.com/csearch/majors_careers/profiles/ to explore college majors.
- Compare several schools based on your educational needs – major/program, costs, location, convenience, etc.
- Utilize the resources and assessment tools in Advisement, Career, and Transfer Centers to help you make decisions -- start in your first year. Most of these centers have resources for choosing a major and a career, as well as internship and job placement information. These will help choose your track.
- Participate in career fairs, co-ops, and internships. Choose internships, student activities, volunteer work, and/or part-time employment that can help you develop skills in areas that interest you.
- Research catalogs and pertinent information from four-year colleges and universities that describe the type of courses required for your degree.
- Investigate careers and find out which majors lead to them. Talk to faculty and college/department representatives and to people in the work world about programs and their related career outlooks/prospects – ask "what can I do with this major?" Many faculty members have worked in the field in which they teach.
- Visit universities' websites, browse their catalogs and use other Internet resources designed to help you choose a major and career. *The Princeton Review* and *Collegeboard.com* have incredible tools and information to help you find majors, colleges, graduate schools and careers that are right for you. <http://www.princetonreview.com/home.asp>
http://www.collegeboard.com/csearch/majors_careers/profiles/
- Access *The Occupational Outlook Handbook*, a nationally recognized source of career information, designed to provide valuable assistance to individuals making decisions about their future work lives. The handbook is located on the U.S. Bureau of Labor Statistics website (<http://www.bls.gov/oco/>).
- Research information regarding future trends in the workforce. What jobs sound interesting to you? Which ones pay the salary that you'd like to make? What level of education is required in the ads you find interesting?