

FINISH MONTCO STRONG!

Transfer Checklist to prepare for your next steps!

This checklist is designed to assist you with your transfer planning. Pursuit of a bachelor's degree is a great decision, and this checklist will provide you the timeline and steps you take as you look to complete your goals.



NEW STUDENT

- ☐ Meet with your advisor to discuss your Montco program
- ☐ Plan your first semester courses

1ST SEMESTER

Students have typically earned 0-15 credits

- ☐ Meet with your advisor to discuss your program and career goals
 - Undecided about your major? [Connect with Career Services](#)
- ☐ Attend advising transfer group sessions
 - Learn more about the transfer process
- ☐ Research potential transfer schools
 - [Check out our website](#)

2ND SEMESTER

Students have typically earned more than 15 Credits but less than 30 credits

- ☐ Connect with and research transfer schools
 - Schedule a campus visit
 - Attend Montco's Transfer Fairs
- ☐ Schedule appointment with advisor
 - Review transfer options, dual admission and process
- ☐ Submit Dual Admission Intent Form

BEFORE FINAL SEMESTER

- ☐ Apply to transfer institution(s)

FINAL SEMESTER

- ☐ Submit deposit, if applicable
- ☐ Submit FAFSA, if applicable
- ☐ Order final Montco transcripts to be sent to your new school

RESEARCHING YOUR NEXT SCHOOL

Here are some items you will want to consider when looking at your next place of education

- ☐ **Confirm school has program of interest**
- ☐ **Admission Deadlines**
Be sure to check regarding transfer admission as the deadlines can be different
- ☐ **Admission Documents**
What documents are needed for acceptance?
 - Official transcripts from any other institution
 - Montco transcripts
 - Do they require high school transcripts?**Do you need to submit any test scores?**
Are there any forms for transfer students?
 - Some institutions require a form to be completed by your current school. If you have a form that needs to be filled out, please email enrollmentservices@mc3.edu.**Faculty recommendation letters**
- ☐ **The Application**
 - Do they require their own application, or should you submit the [Common Application](#)?
 - Does the application require an essay?
 - Do you understand GPA and other requirements for acceptance?



To discuss transferring further or if you are ready to make that next step and want support, please contact your advisor.