

Transfer Checklist

A successful transfer requires preparation!

Define a career goal or course of study

- Explore interests, skills and values
- Check out careers through job shadowing or volunteering
- Meet with your advisor or the transfer and career planning coordinator

Choose a transfer institution

- Utilize *College Source* for on-line catalogs
- Investigate resources in the Academic Assistance Center and on the Internet
- Visit college campuses or with college representatives

Develop an educational plan for a smooth transfer. Investigate the following:

- What are the admission requirements for transfer students?
 - required GPA and standardized testing
 - does an AA or AS equal junior class standing?
 - maximum number of credits accepted for transfer
- Does your major or school of study have additional requirements?
 - prerequisites required before entering a major
 - required GPA
- What are the graduation requirements for a bachelor's degree?
- How will Cottey's courses transfer at your 4-year institution?
 - general education/core requirements
 - examples:
 - communication: English and/or public speaking
 - mathematical concepts: college algebra, calculus
 - language proficiency: two consecutive semesters of the same language
 - humanities: English, journalism, languages, philosophy, religion
 - fine arts: art, dance, music, speech, theatre
 - physical and/or biological sciences: astronomy, biology, chemistry, physics
 - social and behavioral sciences: anthropology, business, history, political science, sociology, psychology
 - health and/or physical development: physical education
 - major requirements
 - electives
- Factors affecting course transfer:
 - similar course and course content
 - course offered at the same level (lower/upper division)
 - grade earned (generally a "C" or better)
 - number of credits granted
- Keep your Cottey catalog and all course syllabi