

How to Transfer: Checklist

PLANNING

- LEARN** about institutions and programs you are interested in pursuing.
- ATTEND** information sessions or transfer fairs to learn about transferring.
- MEET** as early as possible with an academic advisor or transfer counselor to discuss the transfer process.
- VISIT** the campus, if possible, and try to meet with a transfer counselor.

APPLYING

- REVIEW** the application requirements and deadline.
- SUBMIT** your application for admission on or prior to the deadline.
- SEND** official transcripts, including your official transcript after you have completed your final semester.
- FILL OUT** the Free Application for Federal Student Aid (FAFSA).

ENROLLING

- REVIEW** your acceptance packet that the institution will send you to review.
- COMPLETE** any required paperwork, including immunization forms, according to the institution's deadline.
- SEND** your final official transcript after you complete your final semester.
- CHECK** your FAFSA form to ensure that you have included the school codes for the four-year college(s) to which you are seeking transfer. If you have not included the codes, then you will not receive financial aid from the four-year college(s).

For more information, visit www.mass.edu/masstransfer.