

Two Year Transfer Planning Timeline:

Year 1 (0-45 credits)	Quarter	What you can be doing to successfully plan your transfer: <i>Transfer Handbook Steps 1 & 2</i>
	Fall	<ul style="list-style-type: none"> • Explore majors and careers by visiting the Career Center • Add your email to the Transfer Center listserv to stay current on workshops and events • Research universities that offer your intended major • Research the major prerequisites for the universities you plan to apply for • See an academic advisor to learn how major prerequisites fit into your academic plan • If transferring with less than 40 credits, you may need to take the SAT or ACT!
	Winter and Spring	<ul style="list-style-type: none"> • Continue gathering information and ensure that you will meet the minimum admission requirements at schools that you are interested in • Attend workshops on the transfer process offered by the Transfer Center • Visit university campuses: take a tour, sit in on a class, and/or talk to an advisor • Take a major prerequisite course during winter or spring to confirm your interest in the field. If the major is not for you, see Career Services to explore other major options!

Year 2 (45-90 credits)	Month	What you can be doing to successfully plan your transfer: <i>Transfer Handbook Steps 3, 4 & 5</i>
	September	<ul style="list-style-type: none"> • Once you complete 45 credits, meet with an academic advisor to create a Long Range Plan that will ensure the completion of your degree and major prerequisites • Create a list of universities you plan to apply to • If you are an international student, check English proficiency requirements for all universities you plan to apply to. If they require TOEFL or IELTS, register for the test as soon as possible. Scores are valid for two years
	October	<ul style="list-style-type: none"> • Start drafting your personal statement. The Writing Center can assist students on a drop-in basis with grammar, proofreading and content. You may also submit your personal statement to the Transfer Center for feedback on content and flow • NEW: Apply for FAFSA starting October 1st
	November	<ul style="list-style-type: none"> • If the universities you are applying to will be requiring letters of recommendation, ask an instructor if they would be willing to write one for you. It is common courtesy to allow recommenders at least one month to prepare and submit their letters • Submit transfer applications with November due dates (UCs, CSUs and some nursing programs have deadlines in the fall)
	December	<ul style="list-style-type: none"> • Request high school transcripts if required • Submit transfer applications with December deadlines
	January, February, March, April	<ul style="list-style-type: none"> • A majority of applications deadlines for fall transfer are due in February or March, but some may be due as early as November or as late as May. Keep track of deadlines. • Request official transcripts from ALL previous colleges attended • Research to find out if your intended major requires a separate application. • Finish applications – check to make sure you have submitted all necessary information
	May, June and July	<ul style="list-style-type: none"> • Await acceptance letters and celebrate! Confirm your enrollment with your chosen university (may require paying a deposit or signing a letter of acceptance) and keep in touch so you know what to do next (register for classes, sign-up for housing, send final transcripts, attend orientation, etc.) • If you didn't get in, contact the admissions office for feedback on how to become a stronger applicant, and visit the Transfer Center to discuss your next steps
	Aug./Sept	<ul style="list-style-type: none"> • Start Classes at your new university!