Transfer Process Worksheet

Name of College or University ____________________________________________________

Mailing Address _______________________________________________________________

Web Address  _________________________________________________________________

Point of Contact ___________________________ Title ___________________________

Phone # (     ) ___________________________ Email ___________________________

Do you accept transfers into (my major)?  In both the fall and spring semesters?

When do you recommend I send in my application for the fall/spring semester?  What is the deadline?

What is the minimum average GPA for acceptance of transfer students?

Does (my major) require a higher GPA for acceptance?

Do you recalculate GPA’s (e.g., include grades from courses that have been repeated)?

What factors other than GPA are considered and or required for acceptance (e.g., community service, portfolio review, audition, etc.)?

Does your college accept the AA or AS degree in place of your general education requirements?

If yes: Do you accept all credits or only those above a certain letter grade?  What is the minimum letter grade?

Can I get an “unofficial” evaluation of transferable credits before I send in an application?  
If no: When in the admissions process can I expect to receive this information?

What is the maximum number of credits accepted from a two-year college?

Will the transfer credit evaluation tell me how many more credits I will need to complete my degree?

Is housing available for transfer students?  Or: Will I be required to live on campus?

Where can I find information on scholarships?  Are there specific scholarships for transfer students?
Date of Open House: ________

Date application sent: ________ by ___ internet or ___ mail

Date transcript(s) requested sent: ________ from SUNY Orange

Date supplemental information sent: ________ Description ________________________

Date FAFSA filed: ________

Date scholarship(s) applied for: ________ Description ________________________

Date housing application sent: ________

Date tuition deposit sent: ________

* It is recommended that you make copies of materials forwarded to the college.

Additional Notes:_______________________________________________________________
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