

TRANSFER PLANNING CHECKLIST

Career Planning

Begin defining your goals for career and major. Call (928) 776-2106 or (928) 634-6510 for a career advising appointment.

Continue to feed your decision-making process by using our online career planning tools at www.yc.edu/career.

My Career Goal: _____

Academic Planning

Verify that your degree and major are a good fit for your career goals. Call (928) 776-2106 or (928) 634-6510 for an academic advising appointment.

Talk with your academic & career advisor about how to develop a community college program with guaranteed transferability, such as completing the right AGECE (Arizona General Education Curriculum) and the right associate's degree to match your university goal. Private or out-of-state universities may have developed articulation agreements with Yavapai College. Visit www.yc.edu/transfer for university links and other helpful tools.

If you're planning to apply to an Arizona public university (ASU, NAU, UofA), use www.aztransfer.com to identify foreign language requirements, course equivalencies and recommended pathways.

Study well and get good grades so you can meet or exceed the minimum GPA requirements of the university and specific degree program you plan to attend. Free drop-in tutoring is available for a variety of subjects. Visit the YC Learning Center website at www.yc.edu/learningcenter for details. If you begin having difficulty in a class, get help promptly. Some students are also eligible for additional help through Student Support Services: www.yc.edu/sss.

In your final semester, meet with your academic advisor to apply for graduation. Deadlines: **March 1** for Spring graduates; **October 1** for fall graduates.

My Long-Term Educational Goal: _____

My YC Program(s) of Study: _____

Financial Planning

Submit your FAFSA (Free Application for Federal Student Aid) and complete your aid file at each university by their established priority date. Follow up promptly on all requests by their financial aid office for further information and documents. The federal application can be found at www.fafsa.ed.gov.

Research scholarship and work-study opportunities through your university's financial aid office. Learn more about scholarships at Yavapai College's financial aid webpage: www.yc.edu/financialaid.

Even with financial aid, many students need work part time to meet expenses while in college. Research job opportunities in your future location (on- and off-campus), and apply early to avoid the rush of incoming job applicants. Also check out the budgeting and financial management tools at www.saltmoney.org.

Research tuition and fees at the universities you are considering. Are you eligible for in-state or out-of-state tuition? How does that compare with the rate you qualify for at other schools? Be sure to ask about additional fees as well, such as technology fees, parking fees, and other costs that may not be included in course tuition.

Social and Living Situation Planning

Research clubs, sports, and other extra-curricular programs available at the school to help you make friends with common interests in your new environment.

If you will be relocating to attend the university, compare on-campus and off-campus housing options. If you plan to live on campus, a separate Housing Application will be required; observe deadlines and apply early, as space is often limited.

Social and Living Situation Planning (cont'd)

One way to make social connections while also adding valuable items to your résumé or university application is to find Service Learning / Community Service / Volunteerism opportunities in which to participate. Remember that community service can be one of the criteria that universities are looking for in admissions and scholarship decisions.

Cultivate your existing social support networks, such as friends and family, and religious or community connections that may already be in or near your university.

Matriculation (Enrolling as a Student at Your University)

Note: Admission to a university and admission to a specific bachelor's degree program may be separate steps with unique requirements; be sure to ask about both.

Universities to which I Plan to Apply: _____

UNIVERSITY ADMISSION

Research universities (public and private, in-state and out-of-state) that offer your desired degree.

Learn the admissions requirements and course prerequisites for your university program. Your admissions application may require any or all of the following: application form; high school transcripts; college transcripts; application fees; letters of reference; application essay; resume of accomplishments and experiences; standardized college readiness test scores (SAT or ACT or similar); Advanced Placement and/or CLEP transcripts, etc.

Research priority dates and deadlines for university admission, and plan to submit all applications and documents a month ahead of those deadlines. This will allow time to follow up if anything is missing or needs correcting.

Send an initial official transcript as part of your admissions application. Send a second "final" transcript from your current school once your grades and degree have been posted to your record.

Submit your application(s) for admission and all of your official transcripts (and AP and CLEP test scores if applicable).

Obtain the appropriate health forms and be ready to provide your immunization records.

ADMISSION TO YOUR ACADEMIC PROGRAM

Research special admission requirements unique to the department you plan to study in at the university. Sometimes the GPA requirements are more strict, for example, or admission to a certain degree program is more competitive than admission to the university.

Are there other requirements for admission to your program (auditions, portfolios, interviews, etc.)? If so, be sure to follow the guidelines provided, including deadlines unique to your program of study.

More support for your own university transfer plan can be found at our **Transfer Resources** website: www.yc.edu/transfer!

