

# STEPS TO TRANSFERRING TO A UNIVERSITY

## Step 1: Explore your options

- **Research online.** Focus on schools that have your intended major.
- **Talk to experts,** including advisors and counselors, faculty in your intended major, and transfer admissions counselors at universities you are interested in.
- **Review admission requirements,** noting:
  - Grade point average (GPA) needed for admission, and average GPAs of students who are admitted.
  - Other criteria considered for admission, such as letters of recommendation, personal essay or portfolio.
  - Prerequisite or required courses and minimum grades needed
  - When students are admitted – every semester, or only in fall?

## Step 2: Visit campus

This is an important step in understanding if a college is right for you. The transfer admissions office will connect you to opportunities here to:

- Talk to students
- Visit with faculty or advisors in your area of interest
- Tour campus to see the classrooms, student union, support offices, health center, computer labs, bookstore and residence halls.

## Step 3: Apply for Transfer Admission

- Make sure you know admissions deadlines.
- Send an official college transcript when you apply, and again when all your grades and any degrees are awarded at Normandale (and don't forget to apply for graduation!).
- If applying to an out-of-state school in the region, ask about reciprocity.

## Step 4: Apply for Financial Aid & Scholarships

- Complete the Federal Application for Student Aid (FAFSA) form at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- Work with your admissions counselor and financial aid office to apply for scholarships.

## Step 5: Apply for housing if needed

- Most four-year colleges and universities can help with on- and off-campus housing.
- Housing at some schools fills very early!