

Student Name/ID: _____

TRANSFER "To Do" CHECKLIST

- ☐ **Research Career(s)** _____
1) *Occupational Outlook Handbook* <http://www.bls.gov/ooh/> 2) bigfuture.collegeboard.org/majors-careers
- ☐ **Research Major(s)** _____
1) www.CollegeMajors101.com 2) www.mymajors.com/college-majors
3) www.princetonreview.com/college-major-search
- ☐ **Research Transfer Colleges/Universities** _____
www.qcc.edu/transfer/transfer-resources
- ☐ **Visit college campus**—*Tours, Open House, Information Sessions.*
(College website—"Admissions" page—"admissions events.")
- ☐ **Transfer Agreements—with completed associate degree**
 - *Mass Transfer schools:* _____
 - *Articulation Agreement schools:* _____
- ☐ **Transferring—without associate degree or agreement**
(College website—"Admissions" page—*Identify general transfer admissions requirements*)
- ☐ **Transfer Application Process**
 - 1) **Application deadlines** _____
(College website—"Admissions"—"application deadlines" or "important dates" for transfer applicants.)
 - 2) **Transfer admissions requirements** _____
(College website—"Admissions" page—"transfer admissions requirements.")
 - 3) **Transfer application forms**
 - ☐ *Mass Transfer*
www.mass.edu/masstransfer
 - ☐ *Common Application*
www.commonapp.org
 - ☐ *College's Application*
- ☐ **Official QCC transcript**—*The Q/Portal—Student Services—Registrar—"Official Transcript Request"*
- ☐ **Official High School transcript or GED**—*contact high school or GED/HiSet test center.*
- ☐ **Financial Aid/Scholarships**
 - FAFSA—www.fafsa.ed.gov (Add new transfer school(s) to receive FAFSA application.)
 - Scholarships information—*The Q/Portal—Student Services—Transfer Services: Step 6 Financing Your Bachelor's Degree*
- ☐ **Follow up with the transfer admissions counselor at the receiving institution**— (Contact sheet).

Questions: _____

FOLLOW-UP TRANSFER THINGS “TO DO” AT QCC

- ☐ **Run a degree audit/meet with an advisor**
- ☐ **Change QCC major as appropriate**

Academic Advising/Student Success Center, 2nd Floor Harrington Learning Center
Phone: 508-854-4308 Email: advising@qcc.mass.edu

- ☐ **Request petition to meet degree requirements**
- ☐ **Get unofficial transcript**
- ☐ **Complete “Intent to Graduate” form**
- ☐ **Get transcript evaluation of other college credits**

Registrar’s Office, Rm.152, Administration Bldg.
Phone: 508-854-4257 Email: qccreg@qcc.mass.edu

- ☐ **Request official transcripts**

The Q/Portal—Student Services—Registrar—“Official Transcript Request”
For questions, contact the Registrar’s Office, Rm.152, Administration Bldg.
Phone: 508-854-4257 Email: qccreg@qcc.mass.edu

- ☐ **Pick up FAFSA information and apply for Financial Aid**

Financial Aid Office, Rm. 165, Administration Bldg.
Phone: 508-854-4261 Email: financialaid@qcc.mass.edu

- ☐ **Get help with essay writing**

Writing Center, Rm 208, Harrington Learning Center.
Phone: 508.854.7488 Email: wcinfo@qcc.mass.edu

- ☐ **Other (Admissions, Career Services, Instructors/Deans, PTK, etc.)**

QCC TRANSFER SERVICES

2ND FLOOR, HARRINGTON LEARNING CENTER ● 508.854.4404 ● TRANSFER@QCC.MASS.EDU