MCC TRANSFER TIMELINE

Planning to transfer to a four-year college or university? This timeline will help keep track of what you need to do and when to do it.

METROPOLITAN
Community College

YEAR ONE: 1ST AND 2ND QUARTERS

- Think about your interests, aptitudes and career goals. The better you know yourself, the more likely you are to find the right college for your transfer.

  Career goal:_____

- Meet with your MCC advisor to discuss your transfer plans.

  MCC declared major:_____

- Start researching colleges and universities you might be interested in. Consider factors such as location, size, degree programs, cost, academic and social environment and job/internship opportunities. Look for schools that offer articulation agreements with your current school.

  Possible college/universities:_____

- Visit college representatives either in the Transfer Center or at tables in the campus common areas. It's a great way to make contacts and get details on different colleges. **Check out the schedule of visiting schools at mccneb.edu/articulation.**

- Focus on your schoolwork and grades. Your performance at MCC is factored heavily into the transfer admission process. The College offers many resources and support to help you with your coursework. Ask a Transfer Center staff member for more information.

NOTES

YEAR ONE: 3rd QUARTER

- Continue your college research. The more you know about different schools, the better your chances of choosing a college that's the right fit for you.
- Meet with your MCC advisor regularly. Be sure to keep him or her updated on your progress.
- Save your syllabi from all MCC courses. Some schools may ask for more information on a course to determine if it will transfer. Having the syllabi ready to submit saves time.
- Contact the schools you're most interested in and determine which of your credits will transfer to their degree program. The Transfer Center staff can assist you with contact information.
- Visit the colleges on your list, if possible. Nothing will give you a better sense of what a campus is like than visiting it yourself.
- Talk to an admission counselor in your academic interest at the new school. Be sure to bring a list of questions.
- Check application requirements from the schools you plan to apply to. Start thinking about your personal statement, recommendations and other materials you'll need to prepare. Be sure to give your recommendation writers at least a month to complete their letters. Not all schools require a personal statement or recommendations, but you must check application requirements to be sure.
- Carefully record and keep track of all application and material deadlines. Plan to apply as early as possible, especially to schools that admit students on a rolling basis.
- Start researching financial aid. Look for scholarships, loans and grants, especially within your specific degree program. Your current financial aid does not transfer with you.
- Consider taking summer courses and/or internships. You'll get an academic jumpstart, gain valuable work experience and bolster your transfer application.

NOTES

YEAR TWO: 1ST AND 2ND QUARTERS

- File your FAFSA as soon as possible after Oct. 1.
- Check your unofficial transcript in My Way, and review it carefully. Make sure the information is accurate and complete.
- Schedule an interview at any schools you haven't already visited. If you can't visit in person, talk to admission staff via phone or online.
- Complete applications. Make sure each application is filled out neatly, completely and on time. Check that all required materials, including application fees, are submitted.
- Keep a copy of all materials you send. Create a separate file for each college. Include your application, essay, transcripts, letters of recommendation and any other materials. Note the date you sent each application.
- Work with Transfer Center staff and transfer school advisors to analyze your credit evaluation and equivalency statements, which list the courses and credits that will transfer toward your bachelor's degree, before you decide on a college or send a deposit.
- Make your final selection for the college or university you intend to transfer to.

  Transfer school:_____

  _____
- Make an appointment with your MCC advisor to update them on your progress and your transfer school selection.
- Talk with your MCC advisor and apply for graduation, if applicable.

NOTES

YEAR TWO: 3RD QUARTER

- Review your financial aid package from your four-year school and know the bottom line.
- Consult with your MCC advisor before you officially transfer. He or she can help answer your questions and clarify details.
- Submit deposits and registration forms to your transfer college. Keep track of all-important dates and deadlines so you don't miss anything.
- Take advantage of orientation programs and other opportunities for transfer students at your new school. Meeting other transfer students and getting acquainted with campus life will help ease the transition.
- MCC Transfer Center staff are here and available to help with questions you may have throughout your transfer process.

IMPORTANT NOTE:
You can only receive financial aid while attending one school at a time. If you plan to begin attending a four-year school prior to completing your degree at MCC, your financial aid benefits will discontinue at the College, as financial aid can not be distributed for each school. You must decline one financial aid package and accept the other. For more information, contact the Financial Aid office.

NOTES

Metropolitan Community College affirms a policy of equal education, employment opportunities and nondiscrimination in providing services to the public. To read our full policy statement, visit mccneb.edu/nondiscrimination.

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