TRANSFER TO A FOUR-YEAR COLLEGE OR UNIVERSITY

Step 1

Identify your major fields of study and career pathways.

- Research careers by visiting Career Connections Online Resources (https://www.swccd.edu/student-support/career-and-transfer-connections/employment-and-internships/career-center/#careerresources) to find tools to help you explore majors within industries and fields of study.
- Participate in a Career Assessment (https://www.swccd.edu/student-support/career-and-transfer-connections/employment-and-internships/career-center/#careerresources) if you're having trouble finding a major. A career assessment can help you explore how your personality, interests, and strengths might align with certain fields of study, industries, or majors. To participate in a Career Assessment, visit the Career and Transfer Connections office located in the Career Center, Student Services Center (Building 68), in the second floor.
- Meet with a counselor in the Career and Transfer Connections office (https://www.swccd.edu/student-support/career-and-transfer-connections/) to discuss options, explore majors, ensure your courses align with your interests, and/ or for support with career exploration and to discuss your field of interest and goals you are considering.
- Attend employer engagement opportunities hosted by the Career and Transfer Connections office to establish connections with industry leaders and employers ready to hire for their employment opportunities
- Attend transfer readiness workshops to learn about the transfer process and to get ahead of application season. Visit Transfer Connections (https://www.swccd.edu/student-support/transfer-connections/) to learn about and to register for Transfer workshops!

Step 2

Identify colleges and universities offering your major.

Visit the Career and Transfer Connections office for assistance with researching colleges and majors! And to ensure you are prepared for exploring your options be sure to consider the following details as you look at your options:

a. consider the geographic location of the university.
b. consider the setting of the university (urban/rural).
c. consider the social aspect and extracurricular activities of the university.
d. consider the ranking of the university.
e. consider the tuition, housing options, etc.

Step 3

Visit two or three universities/colleges.

- Attend a College Tour hosted by the Career and Transfer Connections office. Tours are organized and hosted during Fall and Spring Semesters. To learn about upcoming tours, visit the Career and Transfer Connections office. Visiting a campus is a great way for student to experience first hand the college environment early and to see if what they see is where they see themselves. We highly recommend doing this at least 2 years in advance!
- If you cannot go there, take a virtual tour on the Internet, if possible.
- Participate in transfer fairs to meet with University Representatives who are ready to share with you the many majors and programming offered to support a student with their transfer and career interests. The Career and Transfer Connections hosts the Annual Transfer Fair in October.
- Meet with college/university representative during one of their tabling hours (https://linktr.ee/swc.ctc).

Step 4

Develop a Student Education Plan (SEP) for at least two to three potential options.

- Schedule an appointment with a counselor to develop a Student Educational Plan.
- Identify course requirements for your major and for admission criteria.

Step 5

Stay on Track.

- Follow your Student Educational Plan.
- Maintain the necessary grade point average.
- Complete all course requirements.
- Stay in contact with your college counselor by meeting with them at least once or twice a semester to stay informed about possible changes in transfer requirements.
- Enhance your transfer potential with extracurricular activities such as internships, ASO/Clubs, volunteer service, etc.

Step 6

Identify a timeline for:

- Review the application timeline (https://www.swccd.edu/student-support/transfer-connections/). Be sure to review the fall and spring transfer timelines.
- Apply for financial aid and scholarships (https://www.swccd.edu/admissions-and-financial-aid/financial-aid/financial-aid-types/scholarships/)
- If needed:
  - Petition for graduation (https://www.swccd.edu/degrees-and-certificates/graduation-support/evaluations-and-petitions/apply-for-degree-certificate.aspx) (Associate Degree for Transfer - ADT)
  - Acquire letters of recommendation and prepare personal statements for those applying to private universities and UCs

Step 7

Keep informed on the progress of your application.

- Read all letters/emails sent to you by the transfer institution.
- Send official transcripts from all institutions attended and applicable test scores as requested.
- Accept offered admission.
- Take any required assessment exams requested on time.
- Follow up with the transfer institution with any questions you have.
- Attend orientation sessions, university tours, etc.

- Make arrangements for housing far in advance.
- Inform your family and significant friends about your plans—ask them for encouragement and support.

Step 8

Congratulations! You have been admitted to the university of your choice!