



# Northampton Community College

## Transfer Planning Checklist for NCC Students

✓ **Plan career and academic goals.**

Choosing a major at NCC and a transfer school is dependent on the career and degree you desire. The Counseling Office provides career counseling for students who need help with choosing a career path and exploration. There are many resources available in print and on the Internet to help students explore careers. Also, the Counseling Office can administer interest, personality, and aptitude tests for students to learn more about themselves.

✓ **Find a transfer school that has the characteristics that are most important to you.**

The Advising and Transfer Office has print resources that can help students find schools that meet such criteria. There are also many websites that have similar information. Two popular sites are:

[www.collegeboard.com](http://www.collegeboard.com)

[www.petersons.com](http://www.petersons.com)

✓ **Narrow your list of possible schools.**

Request information from several schools and select one school as your top choice with 2-3 others as backup. *Visit the schools and speak to admissions representatives if you have any questions.* Be sure the schools you've chosen are ones that you will enjoy attending.

✓ **Work with the NCC transfer advisors to select a major and courses that will best transfer.**

Course equivalency lists are available in the Advising and Transfer Office and online for most of the local colleges and universities. *However, just because a course is accepted in transfer doesn't necessarily mean it will count towards a degree.* You should also refer to the 4-year college catalog or website to be sure the courses you take are required for your desired major.

✓ **Apply for admission.**

Be sure to start the application process early to meet any deadlines. Most schools require an application and transcripts. Some will also require letters of recommendation, an essay, deans recommendation form and/or an interview. Students are encouraged to complete applications online. In fact, some schools will discount or waive application fees for students that complete online applications.

✓ **Apply for financial aid and scholarships.**

Many 4-year colleges have scholarships for transfer students. Most often you must first submit a FASFA to apply. FASFA deadlines are typically earlier than application deadlines.

✓ **Send updated transcripts.**

Often students forget to send final transcripts after finishing their last semester at NCC. Four-year schools need the final transcript to evaluate credit in progress when you applied.

✓ **Attend transfer orientation.**

Four-year schools will offer an orientation or time to meet with an advisor for you to register.