MVCC
MOHAWK VALLEY COMMUNITY COLLEGE

Office of Career, Transfer and Job Placement Services
104B Payne Hall (315) 731-5710

# Transfer Checklist

*AT EACH STEP OF THE WAY, ASK THE COORDINATOR OF TRANSFER SERVICES IN PAYNE HALL 104B IF YOU HAVE ANY QUESTIONS.*

Select a major …if you need help make an appointment with our Career Counselor

Research several schools that have the major you are interested in

Visit schools, in person or online, to determine what schools you will apply to

Get applications either online or by contacting the school
*Fees may apply
*If you are getting a degree from MVCC and transferring to a four-year SUNY School, you can fill out the SUNY Application and have your fee waived for 4 SUNY schools.

Look to see what is required of you for your application. Each application CAN be different! You may be asked for:
a) Recommendation letters from Faculty
b) An essay/personal statement of why you want to attend that college

Call your high school and have them send transcripts to each college if necessary

Go to the Registrar's office and have your official transcript sent to each college you are applying to. Your first transcript is free, after that it is $5 fee for each transcript and $10 if it needs to be faxed.

Complete the FAFSA and have it sent to all the colleges you are applying to so they can access your information for Financial Aid purposes.
*Remember to do this early and include your school's correct FAFSA code*

Once you are accepted, review your financial aid packages and your transfer credit evaluation to decide which college is best for you.
Ask the questions:

- How many credits will transfer into your program of study (major)?
- What specific courses do you still need to earn for the Bachelor's degree?

**See the Coordinator of Transfer Services if you have questions**

Send in your deposits to the college you will attend and fill out your housing application if you're planning to living on-campus

After your final grades, send your official transcripts showing your earned degree (if applicable) to the college you will attend