

# UNIVERSITY TRANSFER CHECKLIST

You can start your bachelor's degree at Norco College where you can complete your "lower division" (freshman and sophomore) general education and major preparation courses before transferring to a 4-year university where you will complete your "upper division" (junior and senior) coursework and graduate with your bachelor's degree. It's never too early to start planning for transfer and the checklist below will help you stay on track for a successful transfer to your desired 4-year university.



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## GETTING STARTED AT NORCO COLLEGE

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- ☐ Submit official high school transcripts and any AP/IB/CLEP exam scores to [Admissions & Records](#).
- ☐ Some students are undecided about their major/career or whether they need to transfer to a university; meet with a [counselor](#) **BEFORE registering** for classes so they can assist you in making these important decisions. A counselor will personalize your EduNav plan and to determine if you have already met the IGETC UC foreign language requirement in high school.
- ☐ Enroll in math and English (completion of college-level math and English is critical to transfer).
- ☐ **Your GPA is one major consideration in the transfer process. Register for ILA-800 to access [free tutoring](#) to ensure you earn the highest grades possible.**

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## YOUR FIRST YEAR AT NORCO COLLEGE

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- ☐ **Decide on your career and declare a major.** Taking GUI-47 *Career Exploration and Life Planning* can help you find the best-fit career for you or visit the [Career Center](#) for personalized career counseling and access to career assessments to learn how your strengths, skills, and preferred values relate to various careers.
- ☐ Connect with a [Mustang Mentor](#) in your field(s) of interest.
- ☐ Some universities conduct holistic application reviews; get involved in [ASNC](#) or other [student organizations](#) to have more leadership experiences to discuss in your transfer application essays.
- ☐ Find a [part-time job](#), internship, or volunteer opportunities in your field(s) of interest.
- ☐ Attend the annual Transfer Fair and visit the [Transfer Center](#) to explore your transfer options and narrow your choices down to your top 3 - 5 schools then meet with a [counselor](#) to ensure your EduNav plan includes all required major prep for your desired universities.
- ☐ After deciding on your career and desired transfer universities [meet with a counselor](#) again to update your EduNav plan. Transfer requirements can change from year to year, so get in the habit of checking in with a counselor at least twice a year.
- ☐ Start your [UC Transfer Admission Planner \(TAP\)](#) account to track your UC transferable units and GPA and also allows UC campuses that you are interested in to contact you with important information.

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## THE YEAR BEFORE YOU TRANSFER

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- ☐ Meet with a [counselor](#) to verify your transfer status and eligibility.
- ☐ Attend the annual [Transfer Fair](#), meet with university representatives, and participate in university info sessions and tours (virtual or in-person) to learn more about the university culture.
- ☐ **FOR FALL TRANSFER:** submit [UC TAG application](#) between September 1 - 30, [CSU application](#) between October 1 - November 30 and [UC application](#) between November 1 - 30.
- ☐ **FOR WINTER/SPRING TRANSFER:** submit [UC TAG application](#) between May 1 - 31, [UC application](#) between July 1 - 31, and [CSU application](#) between August 1 - 31.
- ☐ **FOR PRIVATE & OUT-OF-STATE TRANSFER:** application deadlines vary. Check university website.
- ☐ Submit next year's [FAFSA](#) between October 1 - March 2 and list all universities you apply to so you will receive financial aid packages immediately after receiving your provisional acceptance letters.
- ☐ Apply for scholarships from [RCCD](#), your potential transfer institutions, and other sources ([Eureka](#), [Fastweb](#)).

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## YOUR LAST TERM BEFORE TRANSFER

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- ☐ Submit your degree and certificate applications in [WebAdvisor](#). Refer to [2020-21 Graduation Deadlines](#) (page 2)
- ☐ Complete your academic updates for UC/CSU applications; some may require you to submit official transcripts before your final term grades are posted. **Check your email and UC/CSU portals at least once a week so you don't miss any important deadlines.**
- ☐ **Finish strong** and order final transcripts for your transfer institution after your final term grades have posted. Don't forget to request your CSUGE or IGETC certification when you order your final transcript.
- ☐ **CELEBRATE** your accomplishments by participating in the Norco College Commencement.