By following the Transfer Student Time Line, students should be well prepared for a smooth transfer process:

Transfer Student Time Line

First Semester: (Fall)
- Meet with your Academic Advisor, learn about program requirements, and ensure your major is the optimal program for your transfer plans.
- Attend a transfer workshop Ten Tips for Transfer. Follow up with your research and meet with Transfer Services, your Academic Advisor, and Admissions Representative(s) from the college(s) you plan to attend.
- Sign up for the AdvantageU program (Associate of Arts students).
- Attend the Fall Transfer Fairs to learn about baccalaureate degree programs, collect college materials and get on college mailing lists.
- Earn good grades, get involved and enroll early for Spring classes!

Second Semester: (Spring)
- Complete your FAFSA for the upcoming academic year.
- Research college majors and contact colleges of choice.
- Attend the Spring Transfer Fairs and On-Campus Interviews at CMCC, to meet individually with representatives from other colleges.
- Have you attended the transfer workshop yet, Ten Tips for Transfer? If not, sign up and learn what’s involved in the transfer process.
- Connect with Transfer Services, your Academic Advisor, and Admissions Representative(s) from the college(s) you plan to attend.
- Earn good grades, stay involved, and enroll early for Summer and Fall classes!

Third Semester: (Fall)
- Narrow down your list of college majors/college choices. Visit the colleges on your list, considering Fall Open House programs.
- Attend the Fall Transfer Fairs, sign up for On-Campus Interviews at CMCC.
- Still haven’t attended the transfer workshop, Ten Tips for Transfer? Make sure you do, so you are informed about the transfer process.
- Gather and begin preparing admissions information: application and admissions requirements, deadlines, essays, and letters of recommendation.
- Connect with Transfer Services, your Academic Advisor, and Admissions Representative(s) from the college(s) you plan to attend.
- Earn good grades, become a leader, and enroll early for Spring semester classes, checking on graduation requirements for your final semester.
**Fourth Semester: (Spring)**

- Complete your FAFSA for the upcoming academic year.
- Complete your applications and mail them off! Be aware of AdvantageU and program deadlines and be certain to send all materials in a timely manner – applications, fees, transcripts, essays, recommendation letters, etc.
- Sign up for On-Campus Interviews at CMCC, ask any final questions about your transfer plans.
- Hopefully, you have attended the transfer workshop, *Ten Tips for Transfer*. If not, do so early in your final semester, so you are prepared and informed.
- Meet with your Academic Advisor, complete the Application to Graduate, and return to the Registrar’s Office.
- Respond to all requests from your new college regarding your application, financial aid, immunization records, housing/meal plans, student employment, etc.
- Request final official transcripts to be sent to your college(s) and notify them of your plans.
- Earn good grades and graduate with honors!

For more information, contact:
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