



TRANSFER SUCCESS CHECKLIST

To Do List	Completion Timeline
<input type="checkbox"/> Meet with an academic counselor to: <input type="checkbox"/> Identify your math and English Level <input type="checkbox"/> Identify a major or a career path <input type="checkbox"/> Complete a Student Educational Plan (SEP) <input type="checkbox"/> Sign to participate in programs related to your major <input type="checkbox"/> Start searching for Scholarships <input type="checkbox"/> Apply for financial aid at Cañada College <input type="checkbox"/> Attend transfer Orientation/workshops	First 12 units or first Term
<input type="checkbox"/> Explore transfer options: <input type="checkbox"/> Meet with a counselor <input type="checkbox"/> Meet with the Transfer Center Advisor/Counselor <input type="checkbox"/> Identify Universities of Your Choice <input type="checkbox"/> Create an account with UC Through Transfer Admission Planner (TAP), if you plan to apply to a UC campuses <input type="checkbox"/> Attend transfer workshops	First 24 units or second Term
<input type="checkbox"/> Complete Transferrable Math course <input type="checkbox"/> Complete Transferrable English course <input type="checkbox"/> Complete a Critical Thinking course/second year of English <input type="checkbox"/> Explore and plan courses for UC TAG or TAA options <input type="checkbox"/> Explore and plan for Associate Degree for Transfer (ADT) <input type="checkbox"/> Revise Student Educational Plan (SEP) as needed	Within first 24 transferrable units
<input type="checkbox"/> Visit the Transfer Center web page <input type="checkbox"/> Take courses needed for your major and General Education (GE) <input type="checkbox"/> Maintain a competitive Transfer GPA <input type="checkbox"/> Attend the Transfer Workshops <input type="checkbox"/> Meet with the university representatives <input type="checkbox"/> Meet with a counselor to review and revise (if needed) your SEP <input type="checkbox"/> Attend Financial aid and Spark Point workshops	Every Term
<input type="checkbox"/> Attend field trips to universities and other transfer activities	Fall and Spring Terms
<input type="checkbox"/> Attend college fairs/ Transfer Day	Every Fall Term
<input type="checkbox"/> Apply for Cañada College Scholarships	December – February of every year
<input type="checkbox"/> Apply for UC TAG	After completing 30 UC transferrable units by the end of summer of the year you plan to file admission application: Fall Admission - in September/Spring Admission - in May
<input type="checkbox"/> Start drafting application essays/Personal Insight Questions	4-5 months before applying to University
<input type="checkbox"/> Apply to universities - after completing the major preparation courses, and the minimum admission requirements	<ul style="list-style-type: none"> • California State University Spring term: August 1 - 31/Fall term: Oct. - Nov. 30 • University of California Fall term Nov. 1- 30/Winter/Spring term: July 1-31 • Private and Out-of-State Universities - varies check their admission website
<input type="checkbox"/> Apply for Financial Aid to attend 4-year university	Between October 1 and March 2
<input type="checkbox"/> UC—Update your UC application online <input type="checkbox"/> CSU -Request and mail your transcript to CSU campuses	Fall Admission: In January Winter / Spring Admission: October - November
<input type="checkbox"/> Apply for housing at the university after you apply (If you are planning to live on campus)	February – April for Fall admission October - November for Spring Admission
<input type="checkbox"/> Submit your Student Intent to Register (SIR)	For Fall Admission: May 1 for CSU; June 1 for UC, Private Universities/OOS varies : For Winter and Spring Admission: the deadline varies
<input type="checkbox"/> Submit your final transcript - If applicable include IGETC/CSU GE Breadth Certification (<i>some of the private universities may accept IGETC in place of their General Education</i>)	July 1 for UC; July 15 for CSU Private Universities/Out-Of-State universities: varies
<input type="checkbox"/> Check your emails periodically to respond to any request from universities	As soon as you apply
<input type="checkbox"/> Register and attend the orientation at the university Some universities may also require a Writing Test	As scheduled by the universities