

Transfer Student Checklist

Application

Complete the admissions application

Include the application fee

This may range from \$25-75, or contact the admissions office about fee waiver eligibility

Request WCC transcripts

There are three (3) different methods to [request a transcript](#).

1. Online: Login to your account and request an official copy, there is a \$2.25/transcript processing fee
2. In-person: Fill out the [transcript request form](#) and return to [Student Connection](#)
3. Mail: Fill out the [transcript request form](#) and send by mail

**You will also need to send your transferring institution an updated transcript if you are currently taking classes at the time of your application

Request additional transcripts

You will need to request official transcripts directly from every college you have attended in the past. Some schools may also require an official high school transcript and test scores for your admissions application.

Letters of Recommendation

Your transferring institution may require letters of recommendation. It is beneficial to choose a faculty or staff member that knows you well and provide them with at least two weeks notice from when the letter of recommendation is due.

Financial Aid

Complete the Free Application for Federal Student Aid (FAFSA)

Complete and submit the FAFSA for each upcoming school year: fafsa.ed.gov

Institutional Financial Aid applications/forms

Your transferring institution may also require you to fill out an additional form or application to be considered for institutional grants, scholarships, department awards

Housing

Apply for housing

Orientation

Register for orientation

Questions about transferring? Text 734-219-3079 and get connected with Kelley Holcomb, Transfer & Articulation Coordinator