

PLANNING TO TRANSFER?

You've already been to college, so you've been through the admission process before. As transfer students, it's slightly different than the first time around, but this checklist will make your transfer to UT as simple and smooth as possible.

Who are considered to be Transfer Students?

New students who enroll at The University of Toledo with transfer credit earned at another regionally accredited college or university beyond high school. Students who have taken college courses while enrolled in high school or the summer immediately following high school are considered first-time freshmen, not transfer students.

TRANSFER STUDENT CHECKLIST

Daily Visit Sessions — Choose what you would like to participate in:

- Individual admission appointment or a group presentation.
 - Group presentations are held Monday-Friday 10 a.m. or 2:30 p.m. and Saturday, 11:15 a.m.
 - Evening and Saturday hours available by appointment.
- Walking tour of campus.
- Lunch followed by a 1:15 p.m. academic department visit (Monday-Friday).
- Individual career assessment appointments available for undecided students.

To sign up for a Daily Visit Session, visit utoledo.edu/admission/campusvisit or call the Office of Undergraduate Admission at 419.530.UTUT (8888) or toll-free at 800.5TOLEDO.

To find out how your credits transfer, visit U.Select (formerly Course Applicability System) at www.transfer.org.

You'll learn:

- Which courses are required for each major.
- How courses at your previous college(s) transfer and apply toward your UT major.
- Which courses you'll need to finish a UT degree.

Apply for Admission

Online at utoledo.edu/admission/apply or by returning the admission application.

Note: *Your application process is complete when we receive a completed and signed admission application, \$40 non-refundable application fee and official transcripts from all previous colleges attended.*

Request Official Transcripts

UT must receive final transcripts from all previous colleges/universities you have attended, including any you may currently be attending. Use the "Request for Transcript" form later in this packet.

Note: *If you have military experience or other professional development training, submit transcripts to the UT Office of Undergraduate Admission. Request transcripts online:*

Professional credit-www.acenet.edu

Army credit-<http://aarts.army.mil>

Navy credit-<http://smart.navy.mil>

Coast Guard credit-www.uscg.mil/hq/cgi

Air Force credit-www.au.af.mil/au/ccaf

File a FAFSA (Free Application for Federal Student Aid)

- Register for your PIN at www.pin.ed.gov
- File online at www.fafsa.ed.gov (priority filing date April 1).
- If you already submitted the FAFSA but did not include UT as one of your choices, you may add UT online or call the federal processor at 800.433.3243. UT's financial code is 003131.

For further assistance, please contact UT's Rocket Solution Central at 419.530.8700.

Watch for information on Admission Scholarships/Awards

Upon acceptance to UT, students are considered for admission scholarships. A completed FAFSA is also required for most scholarships. Please review the scholarship insert or visit utoledo.edu/admission for more details.

Check the Mail

You will receive your admission decision, and information on Rocket Transition (orientation program) and University housing by mail.

Activate your UT Computer Account (UTAD account)

To activate your account:

- Go to myutaccount.utoledo.edu and enter your Rocket ID number and eight-digit birthdate.
- Your myUT username will appear on the left-hand side of the screen.
- Write down your username and password – you will need this information for the next step, registering for Rocket Transition (orientation program).

Check your new UT e-mail account

Important updates will be sent to your UT e-mail. Check student self-service via the myUT portal at myut.utoledo.edu to view your degree audit showing how your credits transferred to UT.

Placement Testing

Contact your admitted academic college office for placement testing questions.

Register for Rocket Transition (transfer student orientation program)

Register through the online orientation reservation system link on the New Student tab at myut.utoledo.edu.

Submit a Housing Contract

You will receive housing information in your admission acceptance packet if you indicated you intend to live on campus.

- Assignment to residence halls begins when you apply online at myut.utoledo.edu and your advance housing payment is received.

Attend Rocket Transition

- Meet with an academic adviser
- Register for classes
- Accept or waive the Student health insurance
- Accept or waive the student legal services fee.
- Opt in for a parking permit
- Obtain your student ID

You may request an appointment with an academic adviser prior to Rocket Transition by contacting the college you've been admitted to, to discuss major/minor options, your academic program of interest, transfer feasibility, etc. Advisers can answer any questions you may have about transferring into a specific program.

Make Payment

Tuition and fees are due approximately one month prior to the start of the semester. Please refer to the website below for payment methods: utoledo.edu/offices/treasurer/payment_options.html

A LOOK AHEAD TO 2010 – 2011

Here are some important dates to remember throughout this process:

Summer Semester 2010

Summer I begins	May 17, 2010
Summer 3 begins	June 14, 2010
Session I ends	June 25, 2010
Session 2 begins	June 28, 2010
Sessions 2 & 3 end	August 6, 2010

Fall Semester 2010

Semester begins	August 23, 2010
Semester ends	December 17, 2010

Spring Semester 2011

Semester begins	January 10, 2011
Semester ends	May 6, 2011

TIPS FOR TRANSFER STUDENTS

From Previous UT Transfer Students

- Apply early for admission, financial aid and housing, and, if possible, submit these applications electronically.
- Let your adviser at your current institution know that you plan to transfer.
- Take advantage of u.select at www.transfer.org.
- Contact an academic adviser at UT if you have questions.
- Ask about special scholarships for transfer students.
- Apply for housing early – assignments are based on housing application date.
- Many colleges require students to take an orientation to their major; don't let your adviser waive this course because you are a transfer student.
- Try to keep official transcripts on hand from all the institutions you have attended – it will speed up the process.
- Join at least one on-campus organization. It is an easy way to meet people and looks good on a resume.
- Try to find an on-campus job. It's a great way to meet and network with faculty, staff and students.
- Take advantage of all the free services that are offered to students such as the Writing Center, Career Services, the Learning Enhancement Center, the Recreation Center, the Counseling Center and more.
- Take your GPA seriously, especially if you need or want to go to graduate school.



UT'S TRANSFER TEAM –
GIVE US A CALL

College Advisers

The following college academic advisers are available to meet with you by appointment. Please verify the college to which you have been admitted and be sure you are making an appointment with the appropriate adviser. Remember to obtain the building location and office number when scheduling your appointment.

College of Arts and Sciences

Sharon Schnarre - Premed/Pre dent/Pre vet
419.530.2102
sharon.schnarre@utoledo.edu

All other Arts and Sciences

419.530.2671

College of Business Administration

Debbie Jones
419.530.2087
deborah.jones2@utoledo.edu

Judith Herb College of Education

Melissia Spann
419.530.2495
melissia.spann@utoledo.edu

College of Engineering

Office of Undergraduate Studies
419.530.8040
Engineering Technologies
Myrna Rudder
419.530.3062
myrna.rudder@utoledo.edu

College of Health Science and Human Service

Angela DeAngelo
419.530.5360
angela.deangelo@utoledo.edu

College of Nursing

Paula Ballmer
419.383.5810
paula.ballmer@utoledo.edu

College of Pharmacy

José Treviño
419.530.1904
jose.trevino@utoledo.edu

University College Degree Programs

Kim Pollauf
419.530.3142
kpollau@utnet.utoledo.edu

UT Learning Collaborative's Gateway Programs

For students with a 2.0 GPA or higher, whose UT college and major are undecided.
Rosemarie Ackerman
419.530.1250
rosemarie.ackerman@utoledo.edu

Student Services

The Office of Undergraduate Admission for Transfer Students wants to make transferring to UT as simple as possible. Please contact us with any questions you might have.

Transfer Admission

419.530.UTUT (8888)

u.select

419.530.UTUT (8888)
CAS@utoledo.edu

Admission Application Processing

Shelly Cassidy 419.530.5734
Cathy Sobczak 419.530.5727

Financial Aid

Terrina White
419.530.5834



WEB SITES WORTH CHECKING OUT

UT Home Page:

utoledo.edu

Office of Undergraduate Admission:

utoledo.edu/admission

Online Application:

utoledo.edu/admission/apply

u.select

transfer.org

FAFSA (Free Application for Federal Student Aid):

fafsa.ed.gov

Financial Aid and Scholarship Information:

financialaid.utoledo.edu

Distance Learning:

utoledo.edu/dl

Selective Service:

www.sss.gov

Free National Scholarship Search Services:

fastweb.com

collegeboard.com

collegenet.com/mach25

collegeanswer.com

Mail Stop 338
Office of Undergraduate Admission
The University of Toledo
2801 W. Bancroft St.
Toledo, OH 43606-3390
419.530.8888 (UTUT) or 800.5TOLEDO
utoledo.edu

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