WHERE TO FROM HERE?
You can go anywhere!
A guide for how to get "THERE"
September 1, 2007

Welcome to the world of transfer!

Whatever your reason, whatever your timing, it is never too early to start thinking and planning for transfer. You have the opportunity to explore transfer anywhere after you leave Cape Cod Community College. You may want to transfer as soon as possible, or you may want to take advantage of all that Cape Cod Community College has to offer, saving money along the way, and stay here to graduate. Just remember, most credits from CCCC will transfer to any college or university!

No one can tell you what will be the best choice for you. Some students do not want to leave Cape Cod and there are options for them. Some students want to move far away and there are choices for them. Some students want large colleges, small colleges, Christian colleges, historically black colleges, city colleges, rural colleges, online colleges, colleges that award credit for life experience or any other specific requirements. Whatever you are looking for, there are colleges or universities to fit your needs.

In high school, a student would visit a guidance counselor to explore college options. At Cape Cod Community College you would discuss transfer with your professors, your advisor, other students or the transfer advisor.

There are many things to consider when looking at your next step. This packet will assist you as you begin to think about transfer. If you find that you would like assistance with the transfer process, please do not hesitate to make an appointment with me to discuss transfer. No question is too trivial to ask. And no transcript is so bad that it rules out transfer forever!

Best of Luck,

Mary Olenick
Transfer Advisor
Commons 206E
508-362-2131, ext. 4316
molenick@capecod.edu
http://www.capecod.edu/web/guest/resources/transfer
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OVERVIEW OF THE TRANSFER PROCESS

- Begin your transfer exploration as soon as you can, it is never too early. Your first or second semester is a good time to begin.
- Meet with the transfer advisor in the Transfer office to explore your options.
- Make sure you are in a program that will maximize the transferability of credits (the A.A. degree is designed for transferability).
- Think about what you would like to major in or your ultimate career goal.
- Make an appointment with the Career Coordinator in Commons 206E if you are unsure of a career.
- Even if you don't know what to major in or you don't have a specific career in mind, getting a bachelor's degree in most cases is a good next step. Think about what subject area you enjoy the most and choose that as your major.
- Talk to people (friends, relatives, people working in careers of interest to you, counselors), and research in books or over the Internet, to help you decide on a major/career.
- If you have a lot of work experience, and maybe credits from years before, there are many non-traditional programs that offer credit for life experience or more flexibility in credit transfer.
- Begin your search for the right college for you.
- Many colleges do not require SATs or ACTs once you have a certain number (this varies) of credits.
- Do not let the cost of a college stop you from applying. Sometimes the financial aid offered by the more expensive college will make the cost competitive with state college/university expenses.
- Write, call or e-mail the colleges you are interested in to request information, plus admissions and financial aid applications.
- Attend a college fair on campus in fall (October) or spring (April). Look for flyers on bulletin boards.
- Visit the colleges if possible. If not, visit them on the Internet. There is a computer for student use in the Transfer office, Commons 206E.
- The best time to work on admissions applications is over January for fall admissions, and during the summer for spring admissions. These are times you won't have homework. Pay attention to deadlines. Some colleges have firm deadlines which you must make if you want to be considered. Some have deadlines but they aren't as firm (you can call the admissions office to check). Other colleges have rolling admissions and they review applications as they come in, which often means that they will accept applications much closer to the start of a semester (some majors will fill early though).
- Fill out the required financial aid forms (always FAFSA, sometimes Profile, as well as financial aid forms for the individual colleges, if required), by mid-February at the latest.
- Send CCCC academic transcripts and transcripts from previous colleges, to the colleges.
• If recommendation letters are required with the applications, begin in advance to think of whom you will ask (usually professors) and give them a couple weeks notice.
• Make copies of everything you fill out, write and/or send, for your records.
• Check with admissions offices in mid-March to make sure that they received all the pieces of your application.
• Wait!
• When you get acceptance letters, make sure you also find out how many courses transferred, how many more courses you will have to take there and what your financial aid package will be. All these pieces of information are important in your decision to attend.
• Request an extension on your reply date if you are still waiting to hear from other colleges.
• Pay whatever deposit they are looking for to secure your seat at the college you choose.
• Don't forget to send your final transcript so you get credit for all the courses you took.
TO WHAT COLLEGES SHOULD I APPLY?

Take a few minutes to answer these questions. Answers to these questions will help you narrow your choice of colleges for further exploration.

- What is your intended major?
- What geographic area interests you?
- What size college would you like?
- Do you want the college to be coed?
- Would you like the college to have a religious or ethnic affiliation?
- Would you like to be in the city or country?
- What extracurricular activities interest you?
- How selective would you like the college to be?
- Is a less traditional college/university a better place for me because I may be able to get credit for life experience and speed up my undergraduate degree?

After answering these questions you can continue your transfer college exploration in a number of ways:

1. Use a computerized college search program. You can find these on the internet.
2. Research transfer colleges through the following reference books found in the Transfer Office (or similarly titled books found in libraries).
   A. Book of Majors - this book allows you to look up your intended major, and it then lists colleges that offer that major, by state.
   B. The College Handbook, College Board - this book lists and profiles colleges by state. You can either look up those colleges you found in the Book of Majors or, if you know the state you want your next college to be in, you can preview all the colleges in that state to see what ones fit your needs. In addition, this book lists colleges according to NCAA sports, ROTC Programs, programs for students with learning disabilities, specialized colleges, religious affiliations, campus environment, historically black colleges, Hispanic-serving colleges, colleges with late or no closing date.
   C. Books that rate/rank colleges and universities:
      - Best Buys in College Education, Barron's, 2004
      - Rugg's Recommendations on the Colleges, Frederick E. Rugg, 2006
      - College Rankings Binder - in Commons 206E
   D. The Internet (there is a computer for student use in Commons 206E). One site to begin with is http://www.capecod.edu/web/guest/resources/transfer which is a new transfer webpage being developed at the Cape Cod Community College website.

After completing the above research the next step is to preview the college catalogs for the colleges you have chosen. College catalogs are located in the Transfer office (Commons 206E), in your local...
library or most catalogs are found on the internet. You could also choose to request a catalog. In some cases it won’t be sent unless you purchase it through the college’s bookstore.

**MASSACHUSETTS STATE COLLEGES AND UNIVERSITIES TRANSFER PROGRAMS**

**COMMONWEALTH TRANSFER COMPACT**

This is an agreement between the community colleges and the public colleges and universities in Massachusetts that guarantees transfer of credits.

1. Requirements for Transfer Compact status
   a. A student must complete an Associate degree with a minimum of 60 credit hours exclusive of developmental course work.
   b. A student must achieve a cumulative grade point average of not less than 2.0 (on a 4.0 system) at the community college awarding the degree.
   c. A student must complete the following minimum general education core, exclusive of developmental work:

   - English Composition/Writing: 6 credit hours
   - Behavioral and Social Science: 9 credit hours
   - Humanities and Fine Arts*: 9 credit hours
   - Natural or Physical Science: 8 credit hours
   - Mathematics: 3 credit hours

*Courses in Fine and Performing Arts and Language Arts can be used to fulfill the Humanities and Fine Arts requirements.

2. Clarifications
   a. The 35 credits listed above will be applied toward the fulfillment of the recipient institution’s general education requirements. A minimum of 25 additional credits, which may be transferred as free electives or toward the student’s major as the recipient institution deems appropriate.
   b. Credits awarded by the sending institution through CLEP, challenge examinations, and other life experience evaluations for course credit, may be included when the community college certifies that a student qualified under this Compact.

Students intending to transfer under this Compact should meet with a transfer counselor to obtain further clarification of the conditions of this agreement.

**JOINT ADMISSIONS**

This agreement guarantees admission upon graduation when certain other conditions are met.

All Massachusetts state colleges and universities (except Massachusetts College of Art) have joined with the community colleges in an admissions process called ‘Joint Admissions’. Upon graduation from Cape Cod Community College and satisfying other specific conditions, students are guaranteed admission to the State College or University. Detailed information is available in the Admissions, Advising and Counseling offices. Joint Admissions provides an easy transfer opportunity to...
state colleges and universities if you graduate from the community college and decide one of those institutions would be your best option.

This program also makes you eligible for the Tuition Advantage Program (TAP) and Joint Admissions Scholarships. Refer to the Financial Aid section of this packet for more information on these opportunities.

OTHER TRANSFER PROGRAMS

BACHELOR'S DEGREE PARTNERSHIPS - TWO-PLUS-TWO

The following programs are currently being offered on the CCCC campus (or online). Most courses are held on nights and weekends. All credits and degrees earned are granted by the participating institutions.

Suffolk University
   Bachelor of Science in Communication/Journalism
   Concentration in Public Relations

University of Massachusetts - Boston
   Bachelor of Science in Nursing, A.D.N. to B.S.N. - ONLINE PROGRAM

University of Massachusetts - Dartmouth
   Bachelor of Arts/Humanities/Social Sciences

2+2 Bachelor's programs in Business and Criminal Justice are in the planning stages! Look for them in Fall 2007 or Spring 2008.

THE POSSIBILITIES ARE ENDLESS IF YOU WANT TO VENTURE BEYOND THE WALLS OF CCCC AND THE STATE SYSTEM!!
September 1, 2007  
P.O. Box 25  
Hyannis, MA 02601  

Admissions Office  
University of Hawaii at Manoa  
2600 Campus Road, RM 001  
Honolulu, HI 96822-9978  

Dear Director of Admissions:  

I currently attend Cape Cod Community College and I am interested in transferring to your school. I would like to learn more about it. Please send me the following materials:  

* a transfer admission application form  
* a brochure with a school profile  
* a catalog describing the academic courses available  
* information about financial aid and scholarships  
* information about work opportunities  
* any special information on transfer  

Thank you for your assistance.  

Sincerely,  

Jane Jones
HOW WILL MY CREDITS TRANSFER?

In most cases*, obtaining an associate's degree before you transfer, will allow you to transfer as a junior, and you will have paid significantly less money for half of your bachelor's degree.

Most bachelor's degrees require 120-130 credit hours divided among the following three categories:

- Distribution or General Education Requirements - such courses as English, Math and Science, Social Sciences, Humanities and Fine Arts.
- The major - usually 12 - 15 courses in one academic discipline.
- Electives - all courses that don't fit into the general education requirements or your major (a minor would fall within this area).

Most bachelor's institutions prefer that you transfer with most of your general education requirements completed and only a few major courses completed. The majority of the courses you take at the bachelor's institution should be in your major subject area. Carefully selecting your community college courses will assure that you will be able to complete your bachelor's degree without having to do more than the total 120-130 credits required.

For more specifics on transferability of courses, the transfer counselor has transfer equivalency guides for UMass-Amherst, UMass-Boston, UMass-Dartmouth, UMass-Lowell, Bridgewater State College, Fitchburg State College, Framingham State College and Westfield State College. This information may also be found in the CCCC Advising office and at the Transfer Counseling webpage on the Cape Cod Community College website.

Different colleges have different residency requirements. The Residency requirement is the number of credits you must take through the bachelor's institution that will be awarding you a degree. Some institutions require 60 credits in residence; others may require 45 credits in residence. This may be important for some transfer students.

Another issue that you should be aware of is the number of credits a bachelor's institution will accept from a community college. Some institutions will only transfer in 60 credits; others may transfer in up to 90 credits. This may be a factor for some students.

*If you are planning to continue your studies in professional programs such as physical therapy, occupational therapy, veterinary technology, engineering or other highly specialized programs, it may be more appropriate for you to transfer before you receive an associate's degree. For these kinds of majors, it is especially important that you connect with a transfer counselor early in your community college attendance.

QUESTIONS TO ASK A TRANSFER INSTITUTION

The following are questions to ask of a Transfer Institution (either directly in an interview, or as you read the college catalog).

ACADEMIC

- Is there a minimum grade point average (GPA) for acceptance to the college?
- When does the college make admissions decisions?
• Is there a minimum number of courses I must take at your college (academic residency requirement) to earn my degree?
• Will I be required to take the SATs or ACTs?
• Is there a maximum number of credits I can transfer in? Maximum in my major? Max in from a Community College?
• How many credits do I have to take in residence to graduate with honors?
• What year will I be considered when I enter?
• How and when will I register for my first semester?
• Does the Commonwealth Transfer Compact work in transfer to your college?
• How does it work?
• What general education requirements will I have to fulfill while I am at your school?
• What is the minimum grade you will accept in transfer?
• Do you grant credit for pass/fail courses?
• Do you accept CLEP credits?
• When will I find out exactly how my courses will transfer and their equivalency?
• Is there a difference between courses accepted in the college vs. the major?
• Do you have advice on what courses I should take next semester at my current college?
• Are there students available to speak to prospective students?
• Are faculty available to speak to prospective students?
• How many students are assigned to an advisor? Can I change my advisor?
• Do you have academic support services?
• What departments are considered the most outstanding?
• What if I am not sure about my major, do you offer assistance to help choose a major?
• Do you offer any special services to retain students?
• Can a student take classes on two or three days per week?
• Do you give credit for life experience?
• Do you have support for students with learning disabilities? Is there a fee for those services?
• Does the college have the major I am interested in? The minor?
• How many courses are offered in my intended major department? Are they what I want?
• How many full-time faculty are in my intended major department?
• How good is the library? How many resources are available related to my major and how recent are the resources?
FINANCIAL AID

- What financial aid applications will I need to fill out?
- How do you award financial aid? Will I be expected to take out loans?
- Are there grants or scholarships available?
- How late can I apply for financial aid?
- Will I get the same aid package from year to year as long as my financial situation remains the same?

JOB PLACEMENT/EMPLOYMENT

- Do you have listings for part-time employment?
- Do you have job placement or recruitment on campus? Do you have lists of internships?
- What is the job placement rate for students in my major?

HOUSING

- Are there different types of housing?
- Do you have wellness dorms?
- Do you have dorms for non-traditional aged students?
- Do you have dorms for families?
- Do students tend to stay around on weekends?
- How available is off-campus housing?
- Is there an office on campus to help find off-campus housing?

OTHER

- What is the crime rate for the campus?
- What are the most commonly reported crimes?
- How is the parking situation?
- Is there an escort service for students walking on campus at night?
- Is there bus service around campus?
- Is there an athletic facility?
- What type of student clubs are available?
- Do you have a place on campus for non-traditional aged students to meet?
- Will I need to have a laptop computer?

These are questions to help you to make the most informed decision about what college is best for you. You might have other questions you want to add to this list.
WRITING THE APPLICATION ESSAY

Sample Essay Topics:

1. Tell us about your achievements, personal qualities, goals and other aspects that will help us learn more about you.

2. How will you contribute to or benefit from the multicultural environment that the University seeks to provide?

3. This is the opportunity for you to help us become acquainted with you in ways different from the objective data collected in other sections of this application. Whatever you decide to write about is fine with us.

4. Write about a challenge you have met or an accomplishment of which you are proud.

5. Discuss an experience that has made a significant intellectual impact on your life (a book, college course, movie, etc.).

Getting started:

• Take some time to think about your life.
• Think about your interests, special skills, experiences, paid and unpaid work, special personal qualities, aptitudes, or attitudes. What is unique about any of the above? What do the above topics say about you?
• Talk to family and friends to get ideas and refresh your memory about memorable events.
• Think about books you have read, people you have met, places you have been.
• Try brainstorming for a topic.
• Try free-writing to start a first draft.
• Did you write an essay for English Composition that can be revised and used to answer the essay question?

Things to keep in mind as you write the essay:

• Most essays should be 250-500 words but pay attention to what the application asks for and do not exceed the maximum length.
• Application essays should be written in the first person whenever appropriate, since you are asked to write about yourself.
• There should be a thesis statement that the essay focuses on.
• There should be specific examples and supporting details.
• Even though the essay topic may be broad, you can choose to focus on a narrow topic statement.
• Admission's representatives want to learn more about you, beyond the information in the application, through the essay.
• Tell a story.
• Be concise.
• Give yourself enough time for revisions.
• Don't be modest.
• Be creative.
• Have someone proofread it.
• Make sure grammar and spelling is correct

**FINANCIAL AID**

• **Do not let the cost of a college stop you from applying.** Sometimes the financial aid offered by the more expensive college will make the cost competitive with state college/university expenses.

• Each college will require the Free Application for Federal Student Aid (FAFSA), this determines your eligibility for federal grants and loans. This application has a priority deadline of April 1, but will be accepted anytime through the academic year.

• Some private colleges require the CSS/Profile form, which determines how they will distribute their institutional funds. This form has a deadline in February so don't wait until the spring semester to find out if this form is required. Find the CSS/Profile at collegeboard.com.

• Some colleges also have their own financial aid form.

• Send in the required forms as early as possible.

• Check with the Financial Aid Office at the prospective college, as well as the college catalog, for any grants or scholarships given by that college.

Research other financial aid sources through:

1. The Internet
2. Reference books on financial aid located in the Advising and Counseling Center, the CCCC Library, or your local library
3. Local Chamber of Commerce
4. High school guidance office
5. The Education Section of the Cape Cod Times on Sundays in January through May
6. Trust Departments at local banks
7. Any affiliations you may have with large companies or unions who may offer scholarships for members or their children
8. Graduation and non-graduation scholarships at CCCC (information and applications for these are available in March)
9. **Joint Admissions Scholarships** - these are available for Joint Admissions students going to Umass-Dartmouth, Umass-Amherst, Bridgewater State College and others (check with individual colleges).

10. **Tuition Advantage Program** - This is available to any Joint Admissions students graduates with a GPA of 3.0 or higher. The student will receive a 33% reduction (in-state) tuition costs provided they enroll in a state college or university within one year of graduation. The tuition reduction is available for up to two years of study long as the student maintains at least a 3.0 GPA.

11. Most colleges will include loans as part of the financial aid package. How much is too much is dependent on what your ultimate career will be. If you are heading to a high paying career, then high loans might not be too bad. If you are heading to a lucrative career, like in the human service area, then you do not want to take on much loan debt.
SAMPLE INQUIRY LETTER TO A SCHOLARSHIP SOURCE

September 1, 2007
P.O. Box 24
Hyannis, MA 02601

National 4-H Council
7100 Connecticut Avenue
Chevy Chase, MD 20815-4999

Dear Scholarship Coordinator,

I am planning to continue my education at the post-secondary level and would like to obtain financial assistance to help pay the expenses. I am particularly interested in applying for the following scholarship offered by your organization:

Agricultural Scholarship

In order that I may be considered for this assistance, please send me more specific information and application materials so that I can apply.

Thank you for your assistance.

Sincerely,

Joseph Carter
These are some Websites to get you started. This list is by no means exhaustive; you may find many more sites on your own. You can also go to Websites for the specific colleges you are interested in.

www.bhe.mass.edu/a_f/home.asp  Transfer within the MA state system
www.connectsemass.org  Transfer to Bridgewater S. C. or UMass-D.
www.collegeboard.com  College search
www.uscollegesearch.org  College search
www.yahoo.com/Education/Higher_Education  College search
www.petersons.com  College search
www.collegeview.com  College search
www.collegenight.com  College search
www.collegeconfidential.com  College search
www.princetonreview.com  College search
www.collegesurfing.com  College search
www.usnews.com/usnews/edu/eduhome.htm  College search
www.campustours.com  College search
www.fafsa.ed.gov  College search
www.finaid.org  College search
www.fastweb.com  College search
www.scholarship-page.com  College search
www.collegescholarships.com  College search
www.fundsnetservices.com/2000/finaid06.htm  College search
www.scholarships.com  College search
www.scholarshiphelp.org  College search
http://www.uncf.org/scholarships/index.asp  College search
www.free-4u.com/women1.htm (may have pop-ups)  College search
www.hsfnet.net  College search
http://www.osfa.mass.edu/default.asp?page=aidPrograms  College search
www.mco.mass.edu  College search
www.umassonline.net  College search
http://www.uwex.edu/disted/catalogs.cfm  College search
http://www.online-degrees-and-scholarships.com  College search
www.worldwidelearn.com  College search
www.college-net.com  College search
www.back2college.com  College search
CEEB/FAFSA CODES

You will need these when you apply to other colleges and have financial aid information sent to those colleges.

Go to the following websites to find the codes you need:


BIBLIOGRAPHY

Transfer books are located in the Advising and Counseling office or 206E in the Commons Bldg.

America's Black and Tribal Colleges, J. Wilson Bowman, Ph.D.
Educational and Career Opportunities in Alternative Medicine, Rosemary Jones.

PLUS MANY COLLEGE CATALOGS.
<table>
<thead>
<tr>
<th>Institution</th>
<th>Website</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>UMASS-Amherst</td>
<td><a href="http://www.umass.edu">www.umass.edu</a></td>
<td>Terry Labine 413-545-0222</td>
</tr>
<tr>
<td>UMASS-Boston</td>
<td><a href="http://www.umb.edu">www.umb.edu</a></td>
<td>Rob Bodeen 617-287-6211</td>
</tr>
<tr>
<td>UMASS-Dartmouth</td>
<td><a href="http://www.umassd.edu">www.umassd.edu</a></td>
<td>Kathy Magnusson 508-999-9106</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Darcy Stevens 508-999-8613</td>
</tr>
<tr>
<td>UMASS-Lowell</td>
<td><a href="http://www.uml.edu">www.uml.edu</a></td>
<td>Gerry Durkin 978-934-3942</td>
</tr>
<tr>
<td>Bridgewater State College</td>
<td><a href="http://www.bridgew.edu">www.bridgew.edu</a></td>
<td>Dwight Cook 508-531-1239</td>
</tr>
<tr>
<td>Fitchburg State College</td>
<td><a href="http://www.fsc.edu">www.fsc.edu</a></td>
<td>Shanni Smith 800-705-9692</td>
</tr>
<tr>
<td>Framingham State College</td>
<td><a href="http://www.framingham.edu">www.framingham.edu</a></td>
<td>Carol Roe Bergeron 508-626-4500</td>
</tr>
<tr>
<td>Massachusetts College of Art</td>
<td><a href="http://www.massart.edu">www.massart.edu</a></td>
<td>Kay Ransdell 617-879-7222</td>
</tr>
<tr>
<td>Massachusetts College of Liberal Art</td>
<td><a href="http://www.mcla.edu">www.mcla.edu</a></td>
<td>Sherri Crean 800-292-6632</td>
</tr>
<tr>
<td>Massachusetts Maritime Academy</td>
<td><a href="http://www.mma.mass.edu">www.mma.mass.edu</a></td>
<td>Roy 'Fuji' Fulgueras 508-830-1102</td>
</tr>
<tr>
<td>Salem State College</td>
<td><a href="http://www.salemstate.edu">www.salemstate.edu</a></td>
<td>Mary Dunn 978-542-6202</td>
</tr>
<tr>
<td>Westfield State College</td>
<td><a href="http://www.wsc.mass.edu">www.wsc.mass.edu</a></td>
<td>Lori Letendre 413-572-5218</td>
</tr>
<tr>
<td>Worcester State College</td>
<td><a href="http://www.worcester.edu">www.worcester.edu</a></td>
<td>Ben McElroy 508-929-8113</td>
</tr>
<tr>
<td>Board of Higher Education</td>
<td><a href="http://www.bhe.mass.edu">www.bhe.mass.edu</a></td>
<td></td>
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<tr>
<td>Department of Education</td>
<td><a href="http://www.doe.mass.edu">www.doe.mass.edu</a></td>
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</tbody>
</table>
MASSACHUSETTS
STATE COLLEGES AND UNIVERSITIES
TRANSFER ADMISSIONS DEADLINES

UMASS-Amherst
Fall - April 15
Spring - October 1

UMASS-Boston
Rolling Admissions

UMASS-Dartmouth
Rolling Admissions

UMASS-Lowell
Rolling Admissions

Bridgewater State College
Fall - April 1
Spring - November 1

Fitchburg State College
Fall - April 1
Spring - December 1

Framingham State College
Fall - February 15
Spring - December 1

Massachusetts College of Art
BFA Foundation Transfer
Fall - February 15
Spring - November 1
BFA Sophomore and Junior Transfer
Fall - April 1
Spring - November 1

Massachusetts College of Liberal Arts
Rolling Admissions

Massachusetts Maritime Academy
Fall - June 1

Salem State College
Rolling Admissions

Westfield State College
Fall - April 1
Spring - November 15

Worcester State College
Fall - June 1
Spring - December 1

Rolling Admissions means there is no set deadline; they will process your application when they receive it. You should still try to get the application in as early as you can because programs do fill.

Deadlines are not always firm. If you are late, call the college and see if they are still accepting applications for your major.
# TRANSFER WITHIN THE STATE SYSTEM

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th># OF CREDITS NEEDED FOR NO 'SAT'</th>
<th>MAXIMUM TRANSFER CREDITS ACCEPTED FROM A COMMUNITY COLLEGE</th>
<th>MINIMUM GRADE NEEDED TO TRANSFER CREDIT</th>
<th>APPROXIMATE COST PER YEAR TUITION &amp; FEES/ROOM &amp; BOARD</th>
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<tbody>
<tr>
<td>UMASS-AMHERST</td>
<td>27</td>
<td>75</td>
<td>C-</td>
<td>$9921/7478</td>
</tr>
<tr>
<td>UMASS-BOSTON</td>
<td>24</td>
<td>70</td>
<td>C+</td>
<td>$11540/NA (no dorms)</td>
</tr>
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<td>UMASS-DARTMOUTH</td>
<td>30</td>
<td>60</td>
<td>C-</td>
<td>$8309/$8893</td>
</tr>
<tr>
<td>UMASS-LOWELL</td>
<td>24</td>
<td>60</td>
<td>C-</td>
<td>$8731/6978</td>
</tr>
<tr>
<td>BRIDGEWATER STATE COLLEGE</td>
<td>12</td>
<td>69</td>
<td>C-</td>
<td>$5903/6852</td>
</tr>
<tr>
<td>FITCHBURG STATE COLLEGE</td>
<td>12</td>
<td>60</td>
<td>C</td>
<td>$5992/6832</td>
</tr>
<tr>
<td>FRAMINGHAM STATE COLLEGE</td>
<td>30*</td>
<td>96</td>
<td>C-</td>
<td>$5449/6639</td>
</tr>
<tr>
<td>MA. MARITIME ACADEMY</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>$12,401 (plus additional costs)</td>
</tr>
<tr>
<td>MCLA</td>
<td>24</td>
<td>75</td>
<td>C-</td>
<td>$6168/7309</td>
</tr>
<tr>
<td>SALEM STATE COLLEGE</td>
<td>24</td>
<td>68</td>
<td>C-</td>
<td>$6184/8128</td>
</tr>
<tr>
<td>WESTFIELD STATE COLLEGE</td>
<td>24</td>
<td>67</td>
<td>C-</td>
<td>$6210/6538</td>
</tr>
<tr>
<td>WORCESTER STATE COLLEGE</td>
<td>12</td>
<td>60</td>
<td>C-</td>
<td>$5539/7300</td>
</tr>
</tbody>
</table>

*OR THREE YEARS OUT OF HIGH SCHOOL

This information is subject to change. August 20, 2007
You have done your homework and researched colleges! Now it is time to send off your application(s).

You can send all requested information separately or you can choose to collect the pieces and send them off in one envelope to each college. Below are the steps to follow. You may do some steps for some applications and not for others. The order is not as important as the deadlines that should be met. Deadlines are strict at some colleges and more flexible at others.

➢ Request the application. Go to the website and print one, or decide if you will do it on-line. You can also check to see if a particular college uses the Common Application (www.commonapp.org).

➢ Look for a page in the application or on the website that gives you the deadlines and the required information that should be sent. Do this for each college.

➢ Look for that same kind of information on applying for financial aid.

➢ If you are applying to multiple colleges and at least one of them is a private college, you may want to use the form at the end of this packet to organize the deadlines, and the required information you will need to submit. Missing a deadline could mean missing out on attending that college.

➢ Look at the topics for the essay, if required. Did you write an essay in one of your classes (English Composition I?) that you might revise and make it work? Have someone proofread your essay; the colleges will be looking at how you write, not just what you write. Check your spelling and grammar; don't just rely on spell-check.

➢ If you are asked to submit a Dean's report, that formed is filled out by the Dean of Enrollment Management and Student Development. That office is located in Commons 206A. Provide them with an envelope addressed to the college(s).
If Letters of Recommendation are required, give the person you are asking at least a couple weeks advance notice. You should give them a stamped, addressed (to the college) envelope for each letter you will need.

Call or go to your high school (or GED source) and give them addresses or stamped, addressed envelopes for the colleges.

If you need SAT/ACT scores, find out if an official copy is required. If an official copy is required, go to www.collegeboard.com or www.act.org to request official scores. If an official score is not required, ask your high school if the score is on your high school transcript.

Use the Transcript Request form in the back of this booklet or print it from www.capecod.edu; or go to the Registrar’s Office or Transfer Office to pick up the form. Submit the form to the Registrar’s Office with the addresses of all the schools you would like the transcript sent to. You will be requesting one transcript which will most likely have your current semester showing “WIP.” Once you decide which college you will attend, you will request a second transcript and indicate on the request whether you want it sent after final grades or after the degree is awarded (if you are graduating).

Some pieces of the application may be sent separately. As the separate pieces get to the colleges, a file will be set up in your name.

A few weeks after you have requested the last piece of information to be sent, call the colleges, or look online to see if all pieces have arrived.

A separate process, but very important, is the financial aid process. Complete this as early as you can and before the individual college financial aid deadlines. The early bird often has access to more of the money, if eligible.

The FAFSA financial aid form is required for all colleges, and at minimum gives you access to low interest student loans. The CSS/Profile (at collegeboard.com) is required by some private colleges. The CSS/Profile usually has an earlier deadline than the FAFSA and requires more in-depth financial information.

It is up to you to make sure all pieces of your application arrive by the deadline dates!
TRANSFER PLANNING CHECKLIST

____ Have you met with a transfer counselor?

____ Did you meet with representatives from four-year colleges at the Transfer Fair in October or April?

____ Did you request a financial aid application as well as an admissions application from each college you are considering?

____ Have you made note of the different application deadlines for admissions and financial aid, for each college you are applying to?

____ Have you spoken to someone in the department you are interested in, especially if you are interested in a specialized program such as Engineering, Landscape Architecture, Speech Pathology, Occupational Therapy, Nursing, etc.?

____ Did you establish your criteria for evaluating and comparing colleges?

____ Did you consider more than just tuition costs?

____ Have you visited the colleges you are interested in?

____ Do the colleges you are thinking about have the courses you want to take? And do they offer the courses on a regular basis?

____ Did you find out about the career placement record of graduates from the department of the college you wish to enter?

____ Have you submitted your admissions applications early enough and did you request your community college transcript to be sent to each college you are applying to?

____ Have you sent a final transcript that indicates you graduated and/or includes your final semester grades?

____ Before you pay tuition deposit, did you receive a written evaluation of your community college credits from each college you are considering?

____ Did you pursue the three different types (Public, Institutional, and Private) of financial aid?

____ Have you applied for financial aid early enough?

____ SEE MARY OLENICK IN COMMONS 206E IF YOU HAVE ANY QUESTIONS ABOUT TRANSFER.
# ACADEMIC TRANSCRIPT REQUEST

1) Provide the following information:

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
<th>Student ID# (Enter If Known)</th>
</tr>
</thead>
<tbody>
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<table>
<thead>
<tr>
<th>Current Mailing Address</th>
<th>(Previous/Maiden Name)</th>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Area Code</th>
<th>Phone Number</th>
<th>Social Security Number</th>
<th>Date of Birth</th>
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</thead>
<tbody>
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</table>

2) Sign:

In accordance with the Family Educational Rights Privacy Act of 1974, I authorize, with my signature, the release of my student records to the parties listed below.

3) Check off when you want your transcript sent out:

- [ ] Process now!
- [ ] After final grades have been entered.
- [ ] After my Degree has been awarded.

4) Indicate where you want your transcript sent:

<table>
<thead>
<tr>
<th>COMPLETE NAME AND ADDRESS</th>
<th># OF COPIES:</th>
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<tbody>
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<th>COMPLETE NAME AND ADDRESS</th>
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<th>COMPLETE NAME AND ADDRESS</th>
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**IMPORTANT FACTS TO REMEMBER:**

- If you intend to pick up your transcript in person, please bring a photo ID.
- Transcripts will NOT be processed if you have outstanding obligations to the College, e.g., money is owed on your account.
- We strictly adhere to FERPA regulations and cannot release your transcript without your signature. Parents, relatives, or friends may not request transcripts for you and can only pick up your transcript with your written and signed consent. (FERPA guidelines are available to view in the Registrar's Office.)
- As of July 1, 2007, payment of a fee is not required for processing a transcript.

---

Cape Cod Community College
Office of the Registrar, Transcripts
2240 Iyannough Rd.
W. Barnstable, MA 02668-1599
(508) 362-2131 X 4387

22
<table>
<thead>
<tr>
<th>College Name</th>
<th>Application deadline</th>
<th># of Letters of recommend.</th>
<th>Dean's report</th>
<th>Essay</th>
<th>College Transcript</th>
<th>SAT/ACT</th>
<th>High School transcript</th>
<th>Financial Aid Deadline</th>
<th>CSS Profile req.</th>
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<tbody>
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### WEIGHING FINANCIAL AID PACKAGES

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<th>College 3</th>
<th>College 4</th>
<th>College 5</th>
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<tr>
<td><strong>Tuition and Fees</strong>&lt;br&gt;(Total Expenses)</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Minus</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Grants or Scholarships</td>
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<td></td>
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<tr>
<td>Minus</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Workstudy</td>
<td></td>
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<td>Minus</td>
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</tr>
<tr>
<td>Loans</td>
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</tr>
<tr>
<td>Equals</td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Out-of-Pocket Expenses</strong></td>
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<td></td>
</tr>
</tbody>
</table>

Total expenses (minus) grants (minus) workstudy (minus) loans = out-of-pocket expenses now.

Total expenses (minus) grants (minus) workstudy = out-of-pocket expenses now and in the future (loans).
NON-DISCRIMINATION POLICY STATEMENT

Cape Cod Community College policy prohibits discrimination in education, employment, and services on the basis of race, ethnicity, religion, sex, marital status, national origin, ancestry, sexual orientation, or disability. For policies on Affirmative Action, Diversity and Sexual Harassment, see the Affirmative Action Statement.