CCD Transfer Success Center

Step by Step Guide to Transfer and Frequently Asked Questions

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CCD Transfer Success Center
Step by Step Guide to Transfer and Frequently Asked Questions

What are the primary phases of the transfer process?

- ☐ Declare a major
- ☐ Meet with case manager/ advisor to set up your academic plan and identify transfer semester
- ☐ Make sure that CCD admissions and registration office has your correct degree plan identified
- ☐ Get involved (clubs, honors programs, internships, volunteer opportunities)
- ☐ Begin college and scholarship research
- ☐ Get organized
- ☐ Become familiar with resource websites (transfer centers, school websites, etc.)
- ☐ Talk with a representative from that college
- ☐ Attend a college/ and or majors fair
- ☐ Visit the campus that you are interested in
- ☐ Write a statement of purpose essay
- ☐ Get letters of recommendation from faculty and staff
- ☐ Do you meet all of the school admissions requirements
- ☐ Apply for college admissions and scholarships
- ☐ Request official transcripts from all educational institutions attended
- ☐ Complete CCD graduation application
- ☐ Apply for FAFSA and add transfer school codes
- ☐ Speak with an advisor at the transfer college/ university
- ☐ Register for classes
- ☐ Activate your school email
- ☐ Finalize your financial aid file (exit interview at CCD, meet with financial aid advisor at new school)
- ☐ Pay your tuition
- ☐ Get your student ID
- ☐ Purchase your books
- ☐ Get your bus pass (if applicable)
- ☐ Purchase school health insurance
- ☐ Turn in your immunization records
- ☐ Find out available campus resources
- ☐ Get connected on campus

Since there is so much to think about, where should I start?

The transfer process does not have to be as daunting as you think; begin the process early by making transfer part of your regular thinking. In your first semester at CCD it's important that you first get in the habit of knowing all of the FACTS related to college (financial aid, academics, career center, transfer planning, and support services.) Also you will want to begin getting involved in extracurricular activities and begin tracking your involvements (this will aid you later when you are applying for scholarships.)

Why is it important to know all of the FACTS?

Knowing the basics within each of these areas will not only assist you in the transfer process, but they will improve your overall success in college. The FACTS will aid you in understanding the important elements of successful college navigation. Please see the handout "FACTS Sheet Overview" for a list of the desired elements on page 4; it will help you to stay on course to your goals.

When should I declare my major?

It is a great idea to decide on your specified degree plan within your first semester. This will save you the time and trouble of taking unnecessary courses that will not transfer with you to a four year college/ university. The only fully transferrable degrees are the Associate of Arts (AA) and the Associate of Science (AS) degrees. They are referred to as "2 plus 2" agreements. Your Case Manager or Advisor will be able to tell you what degree plan will be the best fit for you and to map out your individual educational plan. Please see the handout entitled "Advisors and Case Managers."

What if I have "no idea" what major emphasis I would like to pursue?

The CCD Career Center is a great resource for all students. They provide a multitude of services to assist you in making a career choice including career assessments, career advising, assistance with resume writing, interview skills training, and much more. The career advisors are available to any career related questions that you have and can teach you how to navigate various career search websites and resources. They are located in the Tivoli 221.

When should I start meeting with the Transfer Success Center Transfer Specialists?

You should begin the meet a Transfer Specialist once you have reached 15-30 college level credit hours.

How can the Transfer Success Center help me with my college/ university transfer?

- Creating a smooth transition for your transfer to a four year university by providing you with information, assistance and guidance with transfer research.
- Provide innovative transfer and university specific sessions to expand your knowledge of the transfer process to a four year school.
- Assist you with college and scholarship searches
- Assist you with creating a timeline so that you can increase transfer success, and minimize the costs and loss of non transferable credits.
- Assist with the college admissions and scholarship application process, and any difficulties which may arise.

What will I gain as a result of my Transfer Success Center participation?

- You will be able to choose a program of study and transfer institution
- You will understand the Financial, Academics, Career, Transfer, Support Services (FACTS) requirements for success at CCD and transferring institution.
- You will be able to track your credit hours and stay on course to your goals.
- You will be able to navigate transfer center and college specific websites, and access information regarding institution of choice i.e. admission applications, scholarship applications, FAFSA applications, degree information, transfer requirements.
- You will create a timeline so that they are able to meet all requirements of transfer in a timely and seamless manner.
- You will understand requirements for graduation with an associate degree

FACTS Sheet Overview

Here is a checklist of basic FACTS information that you should know and track during your transfer process. For a more detailed list please refer to the Transfer Planning Checklist and Portfolio Development worksheet.

F= Financial Aid
Basic Financial Aid Knowledge
- ☐ Understand the varied types of financial aid: grants, scholarships, loans, work-study
- ☐ Loan Entrance/ Exit Interviews
- ☐ Frequently asked FAFSA questions
- ☐ Understand Financial Literacy (budget creation, credit cards, etc.)
- ☐ Understand the elements contained within a Statement of Purpose essay, and complete your essay for your scholarships
- ☐ Search available institutional, local, state, and national scholarships; track scholarship application deadlines and applications

Complete Every Semester
- ☐ Complete your FAFSA before March 1st
- ☐ Register/ Authorize Colorado Opportunity Fund (COF)
- ☐ Learn to track COF hours
- ☐ Complete your financial aid file with Financial Aid office
- ☐ Set up Higher One account for direct deposit

A=Academics
Basic Academic Knowledge
- ☐ Understand what courses will transfer to a four year institution
- ☐ Understand requirements for completion an Associate of Arts (AA)/ Associate of Science (AS) degrees; including articulation agreements and degrees with designation

Complete Every Semester
- ☐ Meet with advisor/ case manger to update your planning guide, and to make sure that academically are you on track to your goals (GPA, course completion, early alert)
- ☐ Develop relationships with faculty/staff and ask for letters of recommendation specific to college admissions and scholarships
- ☐ Graduation application (last semester of CCD only)

C= Career Center
Basic Career Knowledge
- ☐ Take career assessment and meet with Career Advisor
- ☐ Understand various components of job market
- ☐ Declare your major early
- ☐ Writing an effective resume, gaining interviewing skills
- ☐ Gain practical experience (internships, volunteer opportunities, workshop attendance)

Complete Every Semester
- ☐ Work-study position/ Career Connections resources
- ☐ Make sure that current classes align with your degree plan and are transferable
- ☐ Utilize career tools available on Career Center website

T= Transfer Planning
Basic Transfer Planning Knowledge
- ☐ Become familiar with the Transfer Success Center website
- ☐ Understand all elements involved in the transfer process
- ☐ Meet all transfer deadlines (college admissions, scholarships)
- ☐ Understand requirements needed for transfer (letters of recommendation, requesting official transcripts, statement of purpose essay, documenting extracurricular activities)

Complete Every Semester
- ☐ Track Transfer Elements (college and scholarship search, deadlines, and applications)
- ☐ Attend transfer related events (recruiter visits, campus visits, transfer fair, majors fair, transfer sessions)

S= Support Services
Basic Support Service Knowledge
- ☐ Know about all of the resources available on campus
- ☐ Get involved with extracurricular experience early (volunteering, student government, honors programs, internships)

Complete Every Semester
- ☐ Continue being involved on and off campus
- ☐ Understand and utilize academic success strategies (study tips, note-taking, test taking, reading)

Beginning Your College Search

When should I begin researching colleges/ universities for transfer?

You will want to begin this process as early as 15 credits, however around 30 college level credits is ideal.

What are the required steps when researching transfer institutions?

☐ The first step when beginning your research for transfer institutions is to decide what elements of a transfer college are important to you. Next make a list of colleges you are considering and decide which ones best fit the criteria set by your preference assessment. The following is a list of elements to consider.
  - ✓ Do I want to transfer to a school within the city, state, out of state, or outside of the United States?
  - ✓ What campus demographics are important to me: small or large campus, student diversity, teacher to student ratio, etc.?
  - ✓ What type of academic environment would I thrive in?
  - ✓ Does the college/ university offer strong majors in my desired field
  - ✓ Is the college/ university accredited?
  - ✓ How does the school rank academically?
  - ✓ Do I meet the requirements for admissions?
  - ✓ Will all of my credits transfer to this institution?
  - ✓ When should I transfer (should I complete my associates degree or transfer early?)
  - ✓ Does the college/ university offer financial aid?
  - ✓ Does the college/ university offer transfer scholarships?
  - ✓ What is the cost of attending the college/ university?
  - ✓ Are there any additional fees that I should be aware of?
  - ✓ Will my current funding be enough to pay for my education, or will I need to seek additional resources?
  - ✓ What is the surrounding community?
  - ✓ What is the cost of living in the surrounding community?
  - ✓ Does the college/ university offer campus housing?
  - ✓ Does the college/ university offer day care programs?
  - ✓ What are the available resources that the campus provides?
  - ✓ Is work-study an option?
  - ✓ Does the campus offer internships?
  - ✓ What available parking does the campus have?
  - ✓ What is the public transportation system like and how do I access?
☐ The next step is to navigate the schools website in order to find out details regarding that schools transfer process and admissions requirements.
☐ Check to see what types of scholarships that are available through the school
☐ Talk with a recruiter, attend college and major fairs, and visit the campus
  (Note for campus visits: mark off time in your calendar early of when you can travel, if there a geographic "hot spot" with colleges you're interested in then map together the schools you want to visit that are driving distance from each other, make arrangements ahead of time so that you are able to take a campus tour, attend an info session, sit in on a class, meet with advisors, or stay in a dorm)
☐ Does your current academic performance meet the requirements for admission to that school? If not what resources can you seek in order to bring up your GPA?
☐ Get yourself Organized
☐ Write your admissions essay/ statement of purpose
☐ Request letters of recommendation from faculty and staff
☐ Request your transcripts
☐ Apply for admission

Where Am I Now vs. Where Do I Want to Be: College Admission Application

It is important that you recognize early what your college goals are, and that you have a strategy for meeting them. Below is a worksheet to assist you in assessing where you are now, and where you want to be when you are ready to apply to the transfer institution of your choice.

	As you are now	As you want to be when you apply
Grade point average (GPA): Does your current GPA meet the specific college/ university requirements?		
Honors and awards: List any award or honor that you have received both inside and outside of school.		
Extracurricular, personal, volunteer, school: Do you plan to participate in any of these in transfer college?		
Sports: What sports do you play now; list if they are club or intramural? Do you want to play varsity sports in college?		
Art/ music/ theater: Do you want to continue to study the arts once you transfer? What does your portfolio include?		
Work experience: Does any of your work history show that you have experience in the field to which you are applying?		
Faculty Assessment: How would your professors describe you as a student?		

Writing an Effective Statement of Purpose

What is the purpose in writing the statement?
Usually the purpose is to persuade the admissions committee that you are an applicant they should choose. You may want to show that you have the ability and motivation to succeed in your field, or you may want to show the committee that, on the basis of your experience, you are the kind of candidate who will do well in the field. Whatever the purpose, it must be explicit to give coherence to the whole statement.

- ✓ Pay attention to the purpose throughout the statement so that extraneous material is left out.
- ✓ Pay attention to the audience (committee) throughout the statement. Remember, your audience is made up of faculty members who are experts in their field. They want to know *that* you can think as much as *what* you think.

How do I determine the content of my statement?
Be sure to answer any direct questions fully. Analyze the questions or guidance statements for the essay completely and answer all parts.

For example: "What are the strengths and weaknesses in setting and achieving goals and working through people?" In this question there are actually six parts to be answered 1) strengths in setting goals, 2) strengths in achieving goals, 3) strengths in working through people, 4) weaknesses in setting goals, 5) weaknesses in achieving goals and 6) weaknesses in working through people. Pay attention to small words. Notice: This example question says <u>through</u> people not with people, if it says with people, answer that way.

Schools are typically interested in the following:
- ✓ Your purpose in obtaining a bachelor degree
- ✓ The area of study in which you wish to specialize (this requires that you know the field well enough to make such decision)
- ✓ Your future use of your bachelor study (include career goals and plans for your future)
- ✓ Relate your academic background with your extracurricular experience to show how they unite to make you a special candidate
- ✓ What are your academic strengths?
- ✓ Talk about your stand out factor
- ✓ Any problems or inconsistencies in your records or scores such as a bad semester. Be sure to explain in a positive manner and justify the explanation of any problems or inconsistencies in your academic records (since this is a rebuttal argument, it should be followed by a positive statement of your abilities.)
- ✓ Any special conditions that are not revealed elsewhere in the application (this too should be followed with a positive statement about yourself and your future)
- ✓ Research the school prior to writing your statement so that you can state why the school personally appeals to you.
- ✓ Above all this, the statement is to contain information about you as a person. They know nothing about you that you don't tell them. You are the subject of the statement.

How do I determine my standout factor?

- Many college doors will be open to you based solely on your grades and test scores. Smaller schools and state schools may have college scholarships designed for students like you. However if you want to attend a competitive college you will need to find a way to stand out. What makes you different?
- Re-examine your interests and activities and see if they really separate you from the pack. You will also be an attractive student to state colleges and less competitive institutions. Competitive schools may offer you admission to their institution, however state schools may offer you scholarships to pay for your tuition.
- As a transfer student, colleges will more interested in your community college grades verses your high school scores, therefore it is mandatory that your academics reflect your success in college. If however your grades remain low, try to increase your standout factor; it might catch the attention of the college.   The reality however is many colleges have minimum GPA admission requirements.

How do I increase my standout factor?

Standout factors are not ordinary activities, but rather activities which demonstrate leadership, initiative, and innovation. If other students do it, then it's not a standout factor. Do something that you wouldn't normally consider doing; the more positive impact your standout activity has on others, the better.

What approach and style is recommended for the statement?

There is no such thing as "the perfect way to write a statement." There is only the one that is best for you and fits your circumstances.

However there are some things the statement should not be:

- ✓ Avoid the "what I did with my life" approach. This was fine for grade school essays on "what I did last summer." It is not good for a personal statement.
- ✓ Equally elementary is the approach "I've always wanted to be a _____." This is only appropriate if it also reflects your current career goals.
- ✓ Also avoid a statement that indicates your 'interest in psychology is because of your own personal psychotherapy or a family member's psychological disturbance.' While this may have motivated many of us to go on to graduate study in psychology, this is not what your audience is necessarily looking for in your statement.

Here are some things the statement should do:

- ✓ It should be objective yet self-revelatory. Write directly and in a straightforward manner that tells about your experience and what it means to you. Do not use "academese" or jargon.
- ✓ It should form conclusions that explain the value and meaning of your experiences such as: (1) what you learned about yourself; (2) about your field; (3) about your future goals; and (4) about your career concerns.
- ✓ It should be specific. Document your conclusions with specific instances or draw your conclusions as the result of individual experience. See the list of general Words to Avoid Using without Explanation listed below.
- ✓ It should be an example of careful persuasive writing.

Is there anything else that I should consider within the statement?

- Keep to the Page Limit Number (reviewers have to read hundreds of these applications, don't overburden them with extra pages)
- Do not leave in typographical errors

Recommendation Letters - Guide for Students

What are the points to keep in mind when asking faculty for recommendation letters?

- Seek your letter 3 weeks prior to the deadline. If you know a deadline is coming up but it is several months away (and in a busy time of the semester), give the faculty member a heads up so they will know to expect the request.

- Choose your references wisely.

- Ask if the faculty member can write you a strong and positive letter (if you can't be assured of such a letter, then you should probably ask a different faculty member.)

- Waive your right to see the letter.

- Include everything that the faculty member will need to write the letter including:
  - ✓ all required forms
  - ✓ stamped and addressed envelopes (with return addresses from them)
  - ✓ a copy of your statement of purpose
  - ✓ your resume
  - ✓ a brief list of all your activities with the professor (when you met, what classes you've taken with them, any other relevant involvement with the faculty member including a brief description of the impact that the faculty member has made on you)
  - ✓ a draft of the letter for the faculty member to use as a template being sure to demonstrate your growth (make sure draft letter includes: any awards, recognitions, extracurricular activities, volunteer experience, academic history, list of personal responsibilities, how you've overcome any issue, hobbies, skills, personal characteristics,
  - ✓ ask faculty member to list any factors that made you positively stand out as a student

- Organize the materials you are submitting very neatly.

- Eliminate any typos before printing or emailing

- Make it clear what goes where and when the letters are due (Identify whether materials are to be returned to you, or to the school/the scholarship directly)

- It's not necessary to send a reminder every few days, but it's sometimes a good idea to send an email 1 week before the due date.

- Send a THANK YOU to your letter writers

- Follow that up later with the results of the admission acceptance or scholarship award (if you think you're going to be requesting letters from them in the future, be sure to stay in touch.)

Scholarship Basics

What are the steps for searching and applying for scholarships?

There are many steps that may be required when preparing a scholarship application. While not all of these items are always necessary, it is a good idea to have things in order before you begin applying so that the process is as smooth as possible.

- ✓ Develop a list of your best scholarship prospects.
- ✓ Make a timeline with the deadlines for each scholarship and post it where you'll see it every day.
- ✓ Request or download copies of each application.
- ✓ Make a checklist of requirements for each scholarship
- ✓ Order academic transcripts now
- ✓ Complete your income taxes
- ✓ Organize your financial records
- ✓ Ask early for letters of reference
- ✓ Write an essay
- ✓ Apply for as many scholarships for which you are eligible
- ✓ Build on your portfolio of good prospects semester by semester, year by year
- ✓ Attend a scholarship workshop

What are the best strategies for organizing my scholarship materials?

Buy an accordion file folder. Use the dividers to organize your scholarship application materials. Listed below is an example of how to organize your files and what documents to include.

- Most recent tax return
- Financial records you will need to explain your financial circumstances, for example: utility bills, child care bills, medical expenses
- Your résumé
- Academic transcripts
- Financial aid and award notices
- Student Aid Report
- Copy of your FAFSA
- A checklist of your scholarship search
- A copy of every application you have obtained and completed
- Timeline for your scholarship search with every deadline record clearly recorded
- Drafts of your general scholarship essay; be sure to create a back up
- Drafts of essays tailored for specific scholarships
- Accurate contact information for every person writing a letter on your behalf
- A list of the dates you contacted them to ask for a letter (so you'll know when to contact them again)
- Copies of all letters received
- Copies of your personal profile

When is the best time to run a scholarship search?

The best time to begin looking for financial aid is at least one year before you actually need it, and then every year thereafter while you are still a student. Deadline dates for private aid applications typically range between October and March the year before you will need the scholarships.

What does the application process involve?

The application process for each scholarship is different. A typical application consists of a one-to-two page form requesting general biographical information and an essay. Essay topics also vary. The essay is a critical part of the application because it is often the only information the selection committee will have about each candidate.

When are scholarship applications available?
Scholarship applications are usually available four to eight weeks prior to the application deadline.

Where can I find scholarships?
- Financial Aid Office at your school
- In the Community: charitable foundations, businesses, professional associations, labor unions, women's groups, ethnic and faith-based groups, special interest groups, the state and federal governments, your or your parents employer, and college academic departments.
- Online database search:
    http://www.fastweb.com
    http://www.finaid.com
    http://www.collegenet.com
    http://www.collegeboard.com
    http://www.brokescholar.com
    http://www.wiredscholar.com
    http://4scholarships.4anything.com

What is the difference between a lottery scholarship and a merit scholarship?
Most scholarships are awarded on the basis of merit; thus, students distinguished by academic excellence, participation in extracurricular activities, and involvement in community service have the best chance at receiving one of these rewards. Lottery scholarships, on the other hand, though not uncommon are chosen at random. This means that every student who applies for a chance at receiving a scholarship has an equal chance of winning.

What are my chances of receiving a scholarship?
This depends largely upon the scholarship, how well you meet qualifications, and the level of effort that you exert in your search. Typically, if you can find scholarships that are limited to students within a state, city, sport, or academic study, you have a better chance of winning.

How does community service increase my chances for receiving a scholarship?
Not only is community service experience a common essay topic, but your involvement in community service can distinguish you from other applicants.

Who should I ask to write my letter of recommendation?
Start by asking a teacher, employer, or mentor. Do not ask a friend or family member. A letter of recommendation is similar to a professional reference; choose someone who can articulate your strengths and praise your accomplishments.

If the required G.P.A. is 3.8 and I have a 3.7 should I still apply?
No. If you don't meet the criteria exactly you shouldn't apply.

How does the scholarship provider choose a winner?
Each scholarship provider is looking for different skills or interests. A winner must meet all of the standard criteria required for the scholarship, but also distinguish himself from the rest of the applicants. Read about the scholarship and try to determine what exactly the scholarship provider is looking for so that you can emphasize your related qualities in your essay or cover letter.

Does the amount I receive in scholarships affect my eligibility for financial aid?
Yes. Often the scholarship provider gives your award to the college you are attending as credit towards your tuition. If this happens, the school adjusts your unmet financial need accordingly.

INTERESTS AND ATTRIBUTES LIST

The following checklist offers prompts that may help you consider what interests and attributes you have that will help you sort through the many scholarships that are available. Think of anything about you or any activity that you are (or have been) involved in that will make your application appealing and unique. Remember to consider both the present and the past.

Ethnic Background	Religion	Parents' Employers

Hobbies/Special Interests	Volunteer Work	Parents' Organization Affiliations

Extracurricular Activities, Groups	Special Courses of Study	Career Interests

Leadership Positions	Awards / Recognition	Planned Fields of Study

Jobs You Have Held	Sports	Other

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Transfer Success Center
College Search Checklist

- ☐ Start Early and Make a Plan
- ☐ Meet with Transfer Advisor, decide when you will Transfer
- ☐ Create a Transfer Portfolio
- ☐ Talk with professionals within the industry in order to find out their recommendations on what types of programs and training is required to work in your desired field.
- ☐ Decide on transfer major
- ☐ Complete Transfer School Preference Assessment
- ☐ Attend Transfer Fair
- ☐ Make a List of colleges you are considering and decide which ones best fit the criteria set by your "Transfer School Preference Assessment."
- ☐ Research Schools, get specific information from each school on your list
- ☐ Write down any specific questions that you have so that you can ask the appropriate person when you visit their campus
- ☐ Visit Potential Campus
- ☐ Meet with an Advisor at Potential Campus
- ☐ Determine Deadlines for Admissions and Financial Aid
- ☐ Organize your search utilizing the College/ University Application Calendar
- ☐ Set goals and deadlines for yourself so that you stay on task
- ☐ Get Letters of Recommendation from Faculty
- ☐ Write your Statement of Purpose Essay

Once you have decided on the schools that you would like to apply to, then you must:
- ☐ Apply for Financial Aid
- ☐ Apply for Admission
- ☐ Apply for Scholarships

Notes:

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Transfer School Preference Assessment

The first step when beginning your research for transfer institutions is to decide what elements of a transfer college are important to you. Please fill out the following questionnaire regarding the values important to you in a transfer school?

- **Geographic Location of School**
  Do you prefer: ☐ Within the Denver Metro Area ☐ In State ☐ Out of State
                          ☐ On Campus Housing ☐ Off Campus Housing
- **Campus Demographics**
  Do you prefer: ☐ Large Campus ☐ Medium Campus ☐ Small Campus ☐ No Preference
                          ☐ Urban Campus ☐ Rural Campus
                          ☐ Diversity of Student Population ☐ Limited Diversity ☐ No Preference
                          ☐ Large Classrooms ☐ Small Classrooms ☐ No Preference

- **Admissions Requirements**
  Do you prefer   ☐ No GPA Admissions Requirements ☐ 2.0- 2.4 ☐ 2.5-2.9 ☐ 3.0 plus
  Have you completed your Associates degree?   ☐ Yes ☐ No
  If yes, did you receive an: ☐ AA ☐ AS ☐ AGS ☐ AAS ☐ Certificate ☐ Other

- **Academics**
  Do you prefer: ☐ Strong Programs in my Major ☐ No Preference
                          ☐ Large Faculty to Student Ratio within Major ☐ No Preference
                          ☐ Strong Research Campus ☐ No Preference
                          ☐ Tutoring Availability ☐ No Preference
                          ☐ Availability of Honors Programs ☐ No Preference

- **Strong Programs in my Major**   1   2   3   4   5
  Do you currently have an academic plan   ☐ Yes ☐ No

- **Financial Aid Eligible**
  Are you interested in receiving: ☐ Workstudy ☐ Grants ☐ Transfer Scholarships ☐ Loans
  How are you funding your education? ☐ Financial Aid ☐ Military ☐ Work ☐ Parents ☐ Other
  Are you currently employed?   ☐ Yes ☐ No
  If yes, are you working;   ☐ Part-time ☐ Full-time

- **Student Services/ Other Resources**
  Check all that apply: ☐ Clubs and Organizations ☐ Career Center ☐ Internship Opportunities
                          ☐ Counseling Services ☐ GLBT Services ☐ Student Support Programs
                          ☐ Public Transportation ☐ Day Care Services ☐ Intercollegiate Sports

1. Do you have an academic plan?

2. What schools offer strong programs in my major?

3. What higher education costs can I afford?

4. What financial resources do I have available to me for school; how are you funding your education?

5. Are transfer scholarships an important factor to you when choosing a transfer school?

6. Are internship opportunities important to me?

7. Will I be more comfortable at a large campus or a small campus?

8. Are my grades and test scores sufficient for acceptance?

9. What kinds of students would I feel most at home with?

10. What type of academic environment would I thrive in?

12. What type of social environment would I thrive in?

Other institutional elements important to me:

_____

_____

_____

_____

_____

College Tuition Comparison

Institution	Public or Private	FAFSA	In-State	Out-of-State	Books	Other Expenses	ROTC
Adams State College	Public	001345	$2,712	$11,856	$1,749	$2,566	no
Argosy	Private	021799	$18,360	$18,360	$2,000	none	no
Art Institute of Colorado	Private	013961	$24,596	$24,596	$3,616	$7,852	no
Colorado College	Private	001347	$37,278	$37,278	$1,054	$1,744	yes
Colorado Mesa University	Public	001358	$4,692	$4,692	$1,748	$3,142	no
Colorado Mountain College	Public	004605	$2,250	$7,050	$700	$2,339	no
Colorado School of Mines	Public	001348	$10,590	$24,750	$1,300	$1,800	yes
Colorado State University	Public	001350	$4,822	$20,744	$1,126	$2,232	yes
Colorado State University-Pueblo	Public	001365	$3,732	$14,124	$1,200	$3,376	yes
Fort Lewis College	Public	001353	$3,102	$16,072	$1,698	$4,098	no
Johnson and Whales University	Private	003404	$22,149	$22,149	$1,500	$1,250	no
Metropolitan State University	Public	010374	$2,850	$12,343	$1,535	$512	no
Naropa University	Private	014652	$23,420	$23,420	$1,200	$4,602	no
Regis University	Private	001363	$29,400	$29,400	$1,749	$3,027	yes
Rocky Mountain College of Art and Design	Private	013991	$13,820	$13,820	$800	350-3100	no
University of Colorado Boulder	Public	001370	$6,446	$26,700	$1,749	$4,698	yes
University of Colorado Colorado Springs	Public	004509	$4,680	$15,600	$1,728	$5,096	yes
University of Colorado Denver	Public	006740	$5,712	$18,744	$1,801	$2,230	yes
University of Denver	Public	001371	$36,936	$36,936	$2,000	$897	no
University of Northern Colorado	Public	001349	$4,296	$13,344	$1,300	$3,354	yes
University of Phoenix	Private	014593	$8,400	$8,400	$75	none	no
Western State College	Public	001372	$5,180	$12,336	$1,500	$2,797	no

CCD Portfolio Organizational Transfer Tool

What is a "Transfer Portfolio?"

A "transfer portfolio" is a collection of significant artifacts, documents, and other resources that are necessary components to track during the transfer process from CCD to another institution. A portfolio is a "living document," which means that you will continually add to it throughout your transfer process, and is an important part of the transfer process so be sure to keep it in a safe place because your Transfer Specialist will be asking to review it.

What should I put in my Portfolio?

Your Transfer Portfolio is a centralized tool providing you with a framework for keeping all your important school and transfer documents in one place; it has been organized to house all the F.A.C.T.S that you collect throughout the admissions and scholarship application processes. Below is a chart that will help you to organize your portfolio based on different colored tabs.

Financial Aid	✓ Copies of Financial Aid File Information (Student Aid Reports, copies of tax returns for self and parents, FAFSA codes, any other important paperwork) ✓ Track your Colorado Opportunity Fund (COF) hours ✓ Budget Worksheets ✓ Scholarship Calendar with list of deadline dates ✓ Letters of Recommendation ✓ Statement of Purpose Essay ✓ List of Extracurricular Events ✓ Awards and Recognitions
Academics	✓ Planning Guide with Educational Plan ✓ Information on Guaranteed Transfer Courses ✓ Campus Resource Information (tutoring centers and schedules) ✓ Academic Handouts (study tips, note taking skills, test taking strategies) ✓ Copies College Work that You are Proud Of ✓ Copy of Your CCD Graduation Application
Career Center	✓ Copies of Career Assessments & Feedback from Career Advisor ✓ Research Collected on Major ✓ Interviews with Professionals in the Community ✓ Current Resume ✓ Any Work-study,Internships or Volunteer Documentation
Transfer Planning	✓ College Transfer Calendar with list of deadline dates-Tracking the application process will also assist you in staying organized and meet all institutional deadlines. ✓ Preferable that you apply to at least 5-7 separate institutions ✓ College Visit Materials (FACTS sheets, orientation information, collected college search items, institutional contact information) ✓ Official Transcripts ✓ Transfer Workshop Handouts and Materials
Student Support Services	✓ TRIO, First Generation Services, Disability Services, Tutoring Resources, Counseling Services, Food Assistance, Victim Assistance, Health & Recreation and any type of Student Support Services.

Flow of Students through CCD: Services

New Student Orientation combined with Getting Started. When student registers for orientation, system will automatically generate email to include testing study guide and referral to EOC for FAFSA completion and requirements for immunization. The orientation will cover:
- Apply for Admissions/ COF
- Test at the Testing Center
- Financial Aid
- Orientation: meet faculty and students, learn how to succeed in college, campus resources, clubs, and   organizations
- Campus Tour
- Getting Started: activate email, immunization requirements, CCD Connect D2L: **Ticket to Advising**

Center for Educational Advancement: SO 134 Pre-College Level: 030 , 060, 090, 099

| Developmental Education Rosie Sanchez (English, Reading): 303-556-2490 Kobra Rezaeikhah (Math): 303-556-8455 | Fast Start Joanna Conlin:303-352-3355 Rosalinda Sanchez: 303-352-3355 | E.S.L. John Leicham: 303-352-3325 |

Pre–Collegiate Program SO 216: College Credits 0-60

Anitra Galicia: 303-935-5473 or 303-352-3354
Yolanda Garduno: 303-556-4711

Advising Office/ College Advisors : SO 134, 303-556-2481 Pre-College Level: 060, 090, 099 to 24 College Credits

Dino Madariaga: E, P, T, U, V, W, X, Y, Z
Benita Olivas: F, K, L, M
Mike Rusk: C, G, H, J
Lynne Stefanowski: D, O, Q, R, S
Queen Telisma: A, B, N, I

First Generation Student Services: SO 244,303-556-4964: Pre-College Level: 060, 090, 099 to 15 College Credits 4 College Credits

Tina Maestas
Todd Ramirez

Center Case Managers: College Credits 24-60

Language Arts and Behavioral Sciences: Vicki Karst: KC 590, 303-352-3068

Math and Science: Paula Ogilvie: SI 1006, 303-556-8588

Career and Technical Education: Petia Ouzounova: PL 262, 303-556-3831

TRIO Scholars: SO 244,303-556-4964 College Credits 24-60

- Troy Abfalter
- Beth Lane
- Nathan Cadena

Transfer Success Center: 1027 9th St. Park, 303-556-2461: College Credits 15-60

Audrey Santos
303-352-3334

Theresa Gatewood
303-352-3317

Denver Transfer Initiative/ UCD: 1027 9th St. Park, 303-556-2461, 60+ College Credits

Isaac Garcia: 303-352-3312
Anthony Hermosillo: 303-352-3324
Juan Faz: 303-352-3028

Transferring Four Year College/ University 60+ College Credits

College Recruiters, Advisors
Note: See the Transfer Success Center for a list of available on campus recruiters