Are you ready to apply to a university? Check this out!

Transfer Checklist

*Timeline is for fall transfers only. Please visit the UTC if you are applying for summer, winter, or spring admissions.*

**August**
- If applying to the University of California (UC) create an account on the Transfer Admission Planner (TAP): https://uctap.universityofcalifornia.edu/students/ and begin filling out application.
- Start working on your Personal Insight Questions (UC & private schools only).
- Visit websites for universities of interest (check for supplemental criteria that may be required for admissions).
- Meet with a counselor to verify that you are transfer ready.
  - **Be sure to:**
    - Check eligibility for Academic Renewal if you have substandard grades (D or F grades).
    - Pay attention to due dates for university applications and supplemental applications.
- Check with the UTC regarding UTC Road Trips and University Representative Visits.

**September**
- Attend a Transfer Admission Guarantee (TAG) Workshop if applying for a UC TAG.
  - TAG applications are due by September 30 (Apply via the T.A.P., see above)
  - Check TAG criteria at: https://www.hancockcollege.edu/utc/uc-information.php
- Apply for associate degree if completing by end of fall semester.

**October**
- Fall term submission begins for California State University (CSU) applications - MOST applications are due by November 30.
- Attend a UTC Application Workshop.
  - See UTC website for dates and times
- Have your application reviewed by an AHC counselor before submission.
  - Schedule an appointment by calling the UTC at 805.922.6966 ext. 3363 or ext. 3293.
- File or renew the free FAFSA application or CA Dream Act between October 1 and March 2 for priority consideration. www.fafsa.gov or https://dream.csac.ca.gov/
  - On the FAFSA application, list the names of all the universities to which you will apply.
- Attend University Transfer Day hosted by the UTC (fall 2021 virtual fair - https://www.hancockcollege.edu/transferevents/index.php).
November

☐ Fall term submission begins for UC applications
☐ If you haven’t yet, attend a UTC Application Workshop.
☐ Submit CSU and UC applications by November 30
   ◊ Keep copies of your application and/or the confirmation number for your records.
   ◊ CSU and UC application fee per campus = $70. Fee waiver requests (for CSU and UC) are embedded in the online admission application.
   ◊ Only send official transcripts if requested by the university.
   ◊ CHECK YOUR EMAIL.
      • Universities will email a confirmation and many will have you set up a portal account online.
☐ Apply for the Allan Hancock College Foundation Scholarship [https://www.hancockcollege.edu/scholarships/index.php](https://www.hancockcollege.edu/scholarships/index.php) (deadline is early February).

December

☐ VERY IMPORTANT: Check your email regularly throughout winter break. There may be deadlines.
☐ Make sure that you have set-up login access to all university portals. Call them if you have trouble accessing their portals. This is very important!
☐ Begin checking portals/emails for any additional deadlines or requirements.
☐ Use your winter break time to organize and/or obtain university information as well as to search for scholarships, visit campuses, look into housing options, look for scholarships, create a university budget.

January

☐ Complete any required supplemental applications, typically required for impacted programs and campuses (such as nursing).
   ◊ Check on supplemental application due dates. Mark your calendars; set phone reminders.
   ◊ All UC campuses: Complete the UC Application Update Process by January 31 for priority. All CSU campuses: Complete the CSU Application Update (deadlines vary).
☐ University communication - universities might contact you to request additional information. Continue to Check your email and student portals often, and make sure university emails are not filtered as “junk”.
☐ Contact the UTC or see a counselor if assistance in interpreting university communication is needed.
☐ Research housing options and child care resources, if applicable. Pay attention to housing/child care application deadlines and deposit requirements, including cancellation deadlines and refund policies.
☐ If you attended a Santa Barbara County high school, complete the online Santa Barbara Foundation Scholarship [https://www.sbscholarship.org/](https://www.sbscholarship.org/) by given deadline.
☐ Send "in progress" transcripts if requested by university.

Check the "Next Steps Checklist" for your January - June "to-do"

MORE INFORMATION
[www.hancockcollege.edu/utc](http://www.hancockcollege.edu/utc)
Student Services bldg. A-205
1-805-922-6966 ext. 3363 | utcahc@hancockcollege.edu
@AHC_UTC @AHC_UTC @AHCUniversityTransferCenter

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