



TRANSFER 101 PLANNING CHECKLIST

I WANT TO START MY BACHELOR'S DEGREE AT NPC

- STEP 1:** Research **transfer opportunities** at NP.EDU/TRANSFER to determine if NPC has a transfer degree that fits your career and academic goals.
- STEP 2:** Consult with the **NPU Coordinator** to further explore and narrow your potential transfer opportunities.
- STEP 3:** Meet with the **NPC Faculty Mentor shown in the Catalog for your selected degree or with an NPC Academic Advisor** to discuss:
 - Courses shown on the transfer degree plan/graduation map.
 - Prerequisite courses you may need to complete.
 - Format (at NPC, online, or on campus) for the university courses you will complete.
 - Completing the *Student Academic Plan Change form* which is required to reflect your intended transfer degree plan.
- STEP 4:** Plan to meet with the **NPU Coordinator** at the beginning of your third semester at NPC for a progress check, current information regarding your transfer plan, and the **Preparing To Transfer** information shown below and on page 2.
- STEP 5:** Participate in NPC transfer events which are announced on the NPC website, NPU transfer calendar, campus monitors, and D2L.

PREPARING TO TRANSFER

- STEP 1:** Apply for **admission** to the transfer university before beginning your last semester at NPC.
 - Visit the transfer school website for more information.
 - Remember that you may need to also apply to the specific program you wish to study.
- STEP 2:** If you receive financial aid, apply for **financial assistance** at the transfer university online at fafsa.ed.gov
 - Visit the NPU website for information about [transfer scholarships](#).
 - If you're a U.S. military veteran, you must activate your veterans' benefits. Contact the veterans' benefits office at the transfer school as soon as you complete the Federal Application for Student Aid (FAFSA).



TRANSFER 101 PLANNING CHECKLIST

PREPARING TO TRANSFER

- STEP 3:** Have your **transcripts** sent to the transfer university.
 - Send your official [NPC transcript](#).
 - Check the school's application and/or catalog to determine what other transcripts you may need to send.
- STEP 4:** If you wish to live on campus, you should apply for **housing** as soon as possible. Call the school's housing office or visit the school website for information and an application.
- STEP 5:** Watch for your **letter of admission**. If you don't receive any information, call the university (and program office, if applicable) and check on the progress.
- STEP 6: Register** for courses as early as possible. Registering early will help maximize your chances of getting your desired classes and schedule.
- IMPORTANT TIPS**
 - Participate in transfer/new student registration and **orientation**, which will help you make a smooth transition and meet new people.
 - Watch for your **billing** statement. It's extremely important that you make your payment by the due date.
 - Find out about **extracurricular activities**. The first few weeks on campus, take time to find out about all of the activities, clubs, and events on campus.

IMPORTANT CONTACTS

ADVISING

Enrollment Services
npcadvising@np.edu, 501.760.4232

TRANSFER INFORMATION

Anne Benoit, NPU Coordinator
Anne.Benoit@np.edu, 501.760.4373

STUDENT ACADEMIC PLAN CHANGE

Enrollment Services
501.760.4232

REGISTRAR/TRANSCRIPT REQUESTS

Enrollment Services
registrar@np.edu, 501.760.4122

VISIT [NP.EDU/TRANSFER](http://np.edu/transfer) FOR INFORMATION ABOUT:

Transfer Degree Plans • Transfer Checklists • Transfer Scholarships
Transfer Terms • Transfer Calendar • University Representative Visits • FAQs