



PRE-ADVISING CHECKLIST: I'M COMPLETING A TRANSFER DEGREE

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- If you're transferring to the University of Arkansas at Fort Smith**, refer to the [NPC-to-UAFS Pre-Graduation Transfer Degree Checklist](#) and meet with the NPC Faculty Mentor shown for your degree on the checklist or with an NPC Academic Advisor ***before*** you register for classes.

 - If you're transferring to a university *other than* UAFS**, follow the steps below ***before*** you register for classes:
 - STEP 1:** Find and print your transfer degree plan/graduation map which are located in **Transfer Opportunities** at NP.EDU/TRANSFER

 - STEP 2:** Schedule an appointment 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 you've completed.
 - Courses you need to complete and any prerequisite requirements.
 - Completing the *Student Academic Plan Change form* if your current transfer degree plan is not the same as the intended degree name listed on your application.

 - STEP 3:** Schedule an appointment with the **NPU Coordinator** at the beginning of your third semester at NPC to discuss the application and transfer scholarship process to your transfer university and the **Preparing to Transfer** information on Page 2.

TRANSFER TIPS

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NPC transfer events are announced on NPC website, NPU transfer calendar, campus monitors, and D2L.

Visit np.edu/transfer for information about
Transfer Degree Plans • Transfer Checklists • Transfer Scholarships
Transfer Terms • Transfer Calendar • University Representative Visits • FAQs



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 are 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).

- **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 do not 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 you maximize your chances of getting your desired classes and schedule.

IMPORTANT TIPS

- Participate in transfer/new student registration and **orientation**. Orientation 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.