Alfred University
Transfer Student Admission Checklist

Thank you for considering Alfred University! Whatever your reason for transferring, we are committed to making sure that you have the information you need to make a successful transition to AU. The list below can be a helpful resource for you as you work through the transfer admission process.

☐ 1) APPLY FOR TRANSFER ADMISSION ONLINE USING THE COMMON APPLICATION: COMMONAPP.ORG.
There is a $50 (US) application fee. This fee may be paid electronically when the application is submitted through Common Application. If the fee is not paid at that time, a check or money order, made payable to Alfred University, can be mailed to the Admissions Office (One Saxon Drive, Alfred, NY 14802). The fee may also be paid with a credit card over the phone by calling the Admissions Office at 800.541.9229. The application fee is waived for anyone who visits campus prior to applying.

☐ 2) TRANSFER APPLICATION DEADLINES ARE AS FOLLOWS:

For Fall Admission	For Spring Admission
Regular decision deadline- July 1	Regular decision deadline- December 1
Art & Design deadline- March 1	Art & Design deadline- November 15
International student deadline- March 15	International student deadline- October 15

☐ 3) IN ADDITION TO THE APPLICATION AND FEE THE FOLLOWING APPLICATION MATERIALS ARE REQUIRED:
   ❖ Official transcripts from each college/university you've attended
   ❖ Official high school transcript or GED
   ❖ Personal statement/essay (this will be part of the Common Application)
   ❖ At least one letter of recommendation
   ❖ Art Portfolio (School of Art & Design applicants only)

☐ 4) INTERVIEW WITH AN ADMISSIONS COUNSELOR
In addition to the above list of required material to complete your application, all applicants are welcome to interview with an admissions counselor. An interview can be arranged during your visit to campus.

☐ 5) Please note the most recent academic performance is the primary consideration in transfer application review. Transfer candidates with a GPA below 2.5 but above 2.0 may be considered for admission, however, a personal interview with an admissions counselor is recommended along with a specific essay. Additional faculty recommendations are also encouraged.

☐ 6) SCHOLARSHIPS
All applicants are automatically considered for a merit based scholarships during the admission review process. There is no separate application required to be considered. If you are awarded a scholarship, you will receive notification along with your offer of admission.

☐ 7) APPLY FOR FINANCIAL AID
In addition to merit based scholarships, we encourage you to apply for financial aid. In order to be considered for financial aid, you will need to complete the FAFSA & AU Financial Aid Application. Our financial aid office will mail an instruction packet to you once we receive an application on file in the admissions office. The instructions and forms are also available on our website & you may begin filling out the forms at any time. However, the financial aid office will not send out an award notice to you until you have been offered admission.

*Beginning in the fall 2017 semester, the financial aid office will only require the FAFSA.

☐ **8) SUBMIT YOUR ENROLLMENT DEPOSIT**
Once you've made your final decision to attend AU, please return the Enrollment Reply Form (found in your acceptance packet) along with your $300 non- refundable enrollment deposit, to hold your place in the class for the upcoming semester. You can pay your deposit online with your AU Student ID Number, by calling our office at 800-541-9229 or by sending a personal check made out to Alfred University with the Enrollment Reply Form in the Business Reply Envelope provided in your acceptance packet.

☐ **9) REVIEW AND COMPLETE INFORMATION IN WELCOME PACKET**
After we receive your Enrollment Reply Form and $300 deposit, you will receive an additional packet of information with important information and forms on the next steps in the process. The packet will include information on setting up your AU e-mail account, health forms, housing, billing, etc. Review, complete and return all necessary documents to the appropriate offices in a timely manner.

☐ **10) REGISTERING FOR CLASSES**
In addition to the Welcome Packet you receive, you will be sent information from the Dean's office with information about who your advisor is and instructions on how to register for classes.

Transfer of Credit

While transfer courses are evaluated on a course-by-course basis, Alfred University can accept most transfer credits from an accredited institution at which a student has earned a grade of C or better. In courses graded pass/fail or credit/no credit, grades of "pass" and "credit" are accepted.

The maximum number of semester credit hours transferable toward any Alfred University degree program from all sources combined is 75, to include credit from other institutions, credit as recommended by the American Council on Education, and credit from standardized exams (AP, IB, CLEP or any other standardized exam program). The 75-credit-hour maximum applies to transfer credit earned both before and after admission to an AU degree program.

Regardless of the number of credits that are accepted in transfer, all students are responsible for completing the major and general education requirements for the program of study they select and must earn at least 45 credits in residence at Alfred University to receive their degree. "In residence" means courses offered by Alfred University on campus, at an extension site or through distance education. Students must complete their final 30 semester credit hours in residence.

Take a look at current course equivalencies on our website. Courses are evaluated and updated on an on-going basis by the Registrar's Office.

If you would like a preliminary credit evaluation or if you are planning to visit campus and would like an evaluation done when you arrive, please contact the admissions office for further instructions at 800-541-9229 or e-mail admissions@alfred.edu.