



Counseling Department &
Career and Transfer Center

Transfer Student Checklist

As you begin your transfer planning, be sure to remain engaged in the entire application process. Missing deadlines could jeopardize your admission.

- Schedule an appointment EARLY with a Gavilan College Counselor at the beginning of the semester to complete your graduation petition if you will be receiving a degree or certificate. Visit our [counseling website](#) or call (408) 852-2895.

California State University (CSU)

- Apply August 1st – 31st <https://www2.calstate.edu/apply> for Spring admission
- Apply October 1st – November 30th <https://www2.calstate.edu/apply> for Fall admission

Universities may decide to extend deadlines, check websites for most updated information.

- For *Entry Level*, select Upper-Division Transfer or Associate Degree for Transfer, if applicable.
- For *Enrollment Term*, select the semester you are interested in applying for.
- Spring Transfer ADT (Associate Degree for Transfer)
Deadline: End of October
- Fall Transfer ADT (Associate Degree for Transfer)
Deadline: End of February

To find out which CSU campuses are currently accepting applications, which majors are opened or closed, and to read any messages left by the campus, go to [CSU Application Dates and Deadlines](#).

If you are a low-income and first-generation student, it is highly encouraged that you apply for the [Educational Opportunity Program \(EOP\)](#) to receive additional benefits. Application deadline varies by campus.

University of California (UC)

- Create a [UC Transfer Admission Planner \(TAP\)](#) account.
- It is highly encouraged that you begin this process as early as your first semester in college. Doing so, will pre-populate your UC admissions application and/or Transfer Admissions Guarantee (TAG) when you're ready to transfer.
- Apply for [Transfer Admissions Guarantee \(TAG\)](#) September 1st – September 30th.
To determine your eligibility view UC Campus-specific requirements.
- Prepare [Personal Insight Questions](#). You will have 8 questions to choose from. You must respond to 4.
- Apply to the UC starting August 1st at www.universityofcalifornia.edu/apply. Submit your application November 1st – November 30th for Fall admission.

Private and Independent Institutions

- For information regarding California private and independent institutions, go to <http://www.aiccu.edu/>.
- For the state's official college and career planning platform go to <https://www.californiaColleges.edu>
- Begin to review the [common app essay prompts](#).
- To apply for a private or independent institution, go to [The Common Application](#). Deadlines vary by campus.

Historically Black Colleges and Universities (HBCU)

- Apply for the [California Community College Transfer Guarantee to HBCU Student Contact Information](#)
- Research [HBCU Partner Institutions](#)
- Discover [Scholarships](#)
- Start a Common Black College Application, go to <https://commonblackcollegeapp.com/>

Next Steps After Application

- Check your student portal (Ex: MySJSU) for all of the universities to which you applied for important information regarding your status, deadlines, and “to-do” lists.
- Starting October 1st of each year, renew your FAFSA at www.fafsa.ed.gov or California Dream Act at <https://dream.csac.ca.gov/> and include school codes of all the universities you are applying to.
- Priority deadline is March 2nd for Cal Grant and Dream Act. Complete all required documentation and submit to your university's financial aid office. To be considered for Cal Grant at the University you will attend, you must renew your FAFSA or the Dream Act application by the deadline for the academic year you will attend!
- Scholarships & Grants: It is highly encouraged that you apply for [scholarships](#) starting in January.
- Submit your Intent to Enroll to the university you will be attending. Deadline varies by campus.
- Register and attend Orientation. It is usually mandatory for transfer students at most universities. At orientation, advising and registration information will be provided. Sign up EARLY to ensure the best selection of courses. A fee may be required to save your spot.
- Request General Education Certification on your final Gavilan transcripts. See the [semester calendar](#) for dates. To order transcripts log into MyGav portal under the Student Tab scroll down to *Transcripts Parchment* or visit the Admissions and Records Office.

Resources

Stay organized and create a file where all your transfer information can be easily located. Make copies of your paperwork. Meet with your counselor for any questions.

- Check out the [Transfer Resources Webpage](#). For opportunities to meet with college/university representatives, attend workshops, and more!
- Check out the [Counseling Webpage](#) for detailed information about your ED Plan, articulation, and transfer to university.