

# ACTION STEPS

## for a Successful Transfer

1. **MEET** with College Advisor
2. **APPLY** for Graduation Online ([my.ccc.edu](http://my.ccc.edu))
3. **SCHEDULE** Appointment with Transfer Center Staff
4. **APPLY** to at least 3 schools
5. **PAY** Application Fee/ Request Fee Waiver
6. **REQUEST** official transcripts to be sent to each school
7. **ADD** transfer schools to FAFSA application
8. **RESEARCH** scholarship opportunities via [FASTWEB.COM](http://FASTWEB.COM)
9. **SEND** final transcript to destination transfer school



CITY COLLEGES of CHICAGO  
**Kennedy-King**  
Education that Works

Registrars Office: Room W110

Advising Office: W240

Transfer Center : W118