

this is your **Transfer Enrollment Checklist**



Welcome to your Transfer Enrollment Checklist! This is a simple guide to keep you on track as you prepare to become a Golden Eagle.

Step 1: Apply for Admission

Apply for admission at tntech.edu/apply. Transfer students must have, after 24 credit hours of transferable credit, a 2.0 cumulative GPA and a 2.0 GPA in their last 12 credit hours. Some majors may have additional requirements.

Step 2: Turn in Required Materials

- Pay your \$25 application fee! Your application fee can be paid online or mailed by check.
- Request college transcripts from EVERY institution you have enrolled in.
- High school transcript.
- All items can be sent to:

Office of Admissions, Box 5006, Cookeville, TN 38505-0001

Step 3: Apply for Scholarships & Financial Aid

- Visit tntech.edu/tsapp for transfer scholarship deadlines and the scholarship application.
- Fill out the FAFSA (use Tech's FAFSA code: 003623). Want information on financial aid at Tennessee Tech? Visit tntech.edu/financialaid

Step 4: Now you're admitted...

- Set up your Tech email! Detailed instructions can be found at tntech.edu/mytech
- Apply for housing! Visit tntech.edu/reslife for details on housing, meal plans, and more.
- Complete your health forms! All forms are available at tntech.edu/healthservices

Step 5: Advisement and Registration

- Contact your department! The department assigns your advisor, and it is your responsibility to contact them. Schedule a meeting with your advisor during the advisement period.
- Use the alternate PIN given to you by your advisor to register for courses through Eagle Online.

Step 6: Orientation

All new students are required to attend the Transfer Orientation. You can find more information about orientation at tntech.edu/orientation/transfer.

Step 7: Confirm Your Enrollment

Confirm your enrollment by the deadline in Eagle Online! Paying or setting up a payment plan with the Business Office before classes begin will also confirm enrollment. If you do not confirm by the deadline, you will incur late fees and your schedule could be purged.



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