If you are going to transfer to a four-year institution, plan now to avoid problems later. Here are some tips for avoiding the four biggest transfer mistakes.

- **Don't assume all courses will transfer.** The best defense here is careful planning. Study the course requirements of colleges you are considering as transfer prospects. Select your courses with these requirements in mind. See your academic advisor regularly.

- **Check out the new institution.** Ideally, visit several prospective colleges and find out as much as you can about them. Don't enroll in a college that you've never visited.

- **Keep track of deadlines.** Work with the calendar to ensure timely completion of all forms, applications and any other documents the new institution requires. Missing those deadlines usually means missed opportunities. Best advice: apply early to avoid problems.

- **Tap those important resources.** Don't go it alone. Seek help through college catalogs, other printed materials, and internet sites. Speak with faculty and staff to get questions answered. Talk to your academic advisors and counselors.

### Financial Aid Tips for Transfers

Your decision to transfer to a four-year college signifies your desire to get ahead, but like most upwardly-mobile moves these days, it'll probably cost you. Lansing Community College is generally less expensive than four-year institutions, so when you step up to a senior college, your education most likely will carry a steeper price tag. Follow these four steps to ensure you'll receive enough financial aid to meet four year college costs.

**Step 1**
**Stop by LCC's Financial Aid Office.** We can assist you with all the forms required at the four-year college and help you get a handle on what amount of financial aid you may expect to get.

**Step 2**
**Contact the Financial Aid Office at the transfer institution.** What deadlines do they have for you? Any surprise requirements? Find out early.

**Step 3**
**Find out about scholarships for transfers.** Senior colleges are especially interested in luring above-average transfer students with a 3.0 or better GPA aptitude in a particular field, outstanding work or extracurricular record, and artistic or athletic talent. Sound like you? Check out the opportunities at your transfer institution.

**Step 4**
**Submit all financial aid forms early!** January or February prior to fall enrollment is best. Money is available on a first-come, first-served basis, so don't be late with those forms.

### Transfer Students’ Rights and Responsibilities

As a student making application to transfer from one institution to another, you have rights and responsibilities relating to both receiving information from your transfer institution of choice and providing information to that institution. Contact the LCC Advising Center for more detailed information. We can help you sort through the maze of requirements and make your transfer experience a smooth one.

### Academic Advising Helps You Make the Right Choice

Before you start any college program, make sure you visit our staff in the Gannon Building. This should be one of your first stops on campus and you'll know what class choices are right for you.

**Take the initiative and get the help you need.** You can avoid major problems.