

Please use this checklist as a guide to navigate the steps required to transfer to a 4-year college or university. While this serves as a general guide, it is important to note that each institution has its own specific deadlines and requirements. It is critical that you are working closely with your transfer coach to ensure your success in this process!

- Meet with your current academic advisor to review class credits and TN Transfer Pathway
- Apply for admission at all 4-year schools that interest you
- Submit unofficial transcript from your community college to your intended 4-year school. A high school transcript may also be required for admission.
- Submit 2024-2025 FAFSA by February 1, 2024
- Apply for scholarships
- Submit official transcript from your community college to your intended 4-year school
- Submit all documents for admissions and financial aid to your intended 4-year school
- Review admission decisions and financial aid award packages
- Accept offer and confirm enrollment
- Once admitted, sign up for orientation at your 4-year school if applicable
- Register for classes with your advisor at your 4-year school

tnAchieves Transfer Coach Contacts

West Tennessee

Kyana Williams

Transfer Coach

(901) 236-8257

Kyana@tnAchieves.org

Middle Tennessee

Kierra Bullion

Director of COMPLETE, Transfer

(615) 779-9006

Kierra@tnAchieves.org

East Tennessee

Evan Warren

Transfer Coach

(865) 321-2234

Evan@tnAchieves.org