

TOP 10 TRANSFER TAKE AWAYS



- **Be real.** Transfer students are looking for a solid connection during their college search.
- **Make no guarantees** about credit transfer, scholarships, etc. without official documents/transcripts in hand.
- **Be thorough.** Transfer students expect a high level of clarity. They don't like any "unknowns".
- **Let the student lead the appointment.**
- **Be confident!** Greet them with a smile and a friendly handshake.
- **Be honest.** Let them know if they do not have the qualifications for your institution and/or major.
- **Be consistent** in your message and in the information you share.
- **Have strong transfer policies and training** for admission personnel.
- **Answering transfer students' questions with other questions** can help you get a full understanding about where they are coming from, their goals, and how you can help.
- **Learn the "why" behind your answers** so you can clearly communicate expectations and requirements.