



# FORT LEWIS COLLEGE TRANSFER CHECKLIST

As you prepare to leave your current institution, this transfer checklist will help you with your DSF scholarship and next steps!

This checklist is a guide, please confirm with Fort Lewis College on the transfer process.

## NEED HELP WITH NEXT STEPS?

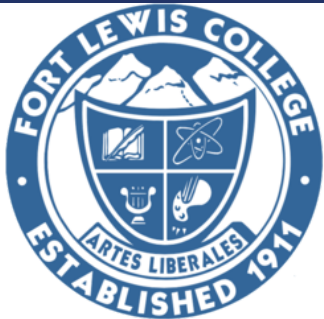
YOUR **DSF CAMPUS CONTACT** AT FORT LEWIS COLLEGE IS:



**Gina Jannone**

[gjannone@fortlewis.edu](mailto:gjannone@fortlewis.edu)  
970.247.7302

FOR ADDITIONAL TRANSFER  
ADMISSIONS SUPPORT AT  
FORT LEWIS COLLEGE,  
CONTACT: 877.352.2656



## TRANSFERRING TO FORT LEWIS COLLEGE (FLC)



### TRANSFER ADMISSIONS APPLICATION

Complete the [Transfer Admissions Application](#) at FLC before their deadline.



### CHECK YOUR MAIL & EMAIL

Frequently check your mail and e-mail for information regarding your admissions decision and next steps.



### FOLLOW UP WITH TRANSFER OFFICE

Contact the transfer/admissions counselor to follow-up on any missing or incomplete items.



## FINANCIAL AID



### APPLY FOR FINANCIAL AID

Complete the FAFSA/CASFA application to receive aid at FLC. If you are transferring from Fall to Spring, please add FLC to your current FAFSA application.

**FLC School Code: 001353**



### CANCEL FINANCIAL AID

Contact the Financial Aid Office at your current institution and cancel your Financial Aid for the following semester.



### INSTITUTIONAL SCHOLARSHIP APPLICATION

Visit the [Scholarship Office](#) and complete FLC's Transfer Scholarship Application.



## OFFICIAL TRANSCRIPTS



### OFFICIAL TRANSCRIPT

Submit your current college transcript to FLC when you are applying. If you are currently in courses at your institution, you will need to resubmit your transcripts once your grades have posted for current semester.



### OTHER OFFICIAL TRANSCRIPTS AND/OR SCORES

If you have attended or earned college credit at ANY other school, you need to submit your official transcripts to FLC. This includes AP scores, IB, and CLEP scores.



## DSF SCHOLARSHIP



### RENEW THE DSF SCHOLARSHIP

Renew your DSF Scholarship starting February 1. Your renewal application is due May 1.



### DSF MID-YEAR TRANSFER FORM

If you are transferring to FLC in the spring, you will need to complete a DSF Mid-Year Transfer form found in the DSF Student Portal due February 1st. You must also complete your financial aid requirements and discuss your transfer with the DSF Campus Contact at FLC by February 1st.



### STUDENT SUCCESS REQUIREMENTS

Connect with your current DSF Campus Contact to ensure you are meeting all your Student Success Requirements for DSF at your current college.



## NEXT STEPS



### MEET WITH THE DSF CAMPUS CONTACT AT FLC

The DSF Campus Contact at FLC is listed on the first page of this guide. Contact them and make an appointment to review DSF Student Success Requirements at FLC.



### REGISTRATION AT FLC

To be on track to receive your DSF scholarship, you need to be registered full-time at FLC by census.



### FINANCIAL AID VERIFICATION AT FLC

Check your school student portal or visit the Financial Aid Office at FLC to ensure you are not missing any verification information. This is an important step to DSF Scholarship eligibility.



## TRANSFER ORIENTATION & REGISTRATION



### ATTEND A TRANSFER ORIENTATION

Attend a Transfer Welcome session, visit the [Orientation site](#) to get information on their next Transfer Welcome session.



### HOLDS

To be on track to receive your DSF scholarship, you need to be registered full-time at FLC by census.



### REGISTRATION

Schedule an appointment with your Academic Advisor to get registered for classes.

## NOTES:

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