

University of Colorado at Colorado Springs

Transfer Student Check List

- Complete all required information on the application, including signature and a list of courses that you may currently have in progress.
- Attach to application a non-refundable check or money order (not cash) made payable to the "University of Colorado". Send this to the Office of Admissions & Records.
- Applicants having completed fewer than 12 semester hours (or 18 quarter hours) of college work and anyone who graduated from high school in 1988 or later are required to submit: Official ACT and SAT scores, a complete official high school transcript to be sent directly to the university by the issuing high school. ACT code: 0535. SAT code: 4874.
- Applicants who are not high school graduates must submit a GED certificate of High School Equivalency (from one of the 50 states), scores earned on the GED test, plus an official transcript of any high school work completed.
- Request one official transcript be sent to the university from each college or university that you have attended. Transcripts, when provided, must come from each issuing institution directly to the University of Colorado. We suggest you also order a transcript for yourself at the same time. While credits from another institution may appear on the transcript of a second institution, transcripts must be submitted from all institutions where credit has been earned. You must be in good standing and eligible to return to all institutions previously attended.
- Additional credentials may be required in individual cases.