



## “Checklist to Transfer”

Tennessee State University  
330 10<sup>th</sup> Ave North  
Nashville, TN 37203  
615-963-7001 [www.tnstate.edu](http://www.tnstate.edu)

### Student Checklist

Congratulations, you’ve made the decision to transfer! The key to a smooth transition is organization. Use this checklist to organize your transition process. Make note of all deadlines! Use the URLs listed for more detailed information.

- 🍏 **Apply for Admission:** Fill out and submit all specified forms for the admission process.  
<http://www.tnstate.edu/interior.asp?mid=6438&ptid=1>  
<http://www.tnstate.edu/interior.asp?mid=1764>
- 🍏 **Send official transcripts to TSU:** Contact your previous colleges to send Official transcripts.  
<http://www.tnstate.edu/interior.asp?mid=6440&ptid=1>
- 🍏 **Get immunized:** Go to your doctor and get the vaccinations specified.  
<http://www.tnstate.edu/interior.asp?ptid=1&mid=703>
- 🍏 **Sign up for COMPASS:** If you have not earned credits in college-level, take the COMPASS subtest in Mathematics and/or English if the ACT (Enhanced) sub-score(s) in the subject(s) is not acceptable if college credit has not been earned. Transfer students with 60 or more hours of transfer credit are exempt from University Orientation if they have not attempted Math and/or English.  
<http://www.tnstate.edu/interior.asp?mid=1687&ptid=1>
- 🍏 **Apply for Financial support and resources:**  
<http://www.tnstate.edu/interior.asp?mid=69>  
<http://www.tnstate.edu/interior.asp?mid=6424>
- 🍏 **Apply for Housing:** Fill out licenses agreement and application by deadline.  
<http://www.tnstate.edu/interior.asp?mid=482>
- 🍏 **Orientation, Advising, and Registration Information:**  
<http://www.tnstate.edu/interior.asp?mid=4590>  
<http://www.tnstate.edu/interior.asp?mid=6436&ptid=1>
- 🍏 **Pay Fees and Confirm class schedule:** if you do not meet the deadline, your classes will be purged.  
<http://www.tnstate.edu/interior.asp?mid=6453&ptid=1>
- 🍏 **Don’t forget your:**  
Identification Card (ID): <http://www.tnstate.edu/interior.asp?mid=3956&ptid=1>  
Parking permit: <http://laforge.tnstate.edu/cpol/vrs/login.asp>  
Textbooks and supplies: <http://www.tnstate.edu/interior.asp?mid=302>