

Pathway to Excellence Guaranteed Admission Initiative Student Checklist

Students must assume responsibility for critical program elements to ensure they qualify for all the program benefits and that they meet standards.

- ___ 1. Contact the community college counselor to select the Guaranteed Transfer Program.
- ___ 2. Complete and sign the Letter of Agreement ideally during their first semester at the Community College.
- ___ 3. Provide transcripts to the community college from other institutions.
- ___ 4. Meet minimum grade criteria (3.0), earn the Associate's Degree, and take prerequisite courses for entry to Virginia Tech.
- ___ 5. Discuss any changes, other than in program content, with the Community College Transfer Advisor, who will make changes as appropriate.
- ___ 6. Notify the Community College Transfer Advisor if participation in the program is to be terminated.
- ___ 7. Submit the following items:
 - Letter of Agreement – ideally completed during the student's first semester at the community college and sent to VCCS Academic Advisor (for the advisor to forward to Virginia Tech)
 - Virginia Tech application online (by February 15 prior to the term in which the student wishes to enroll)
- ___ 8. Access and follow all academic requirements and application deadlines for Virginia Tech. It will be the student's responsibility to access Virginia Tech's online catalog.
- ___ 9. Complete the Associate's Degree within a 5-year period.
- ___ 10. Contact VCCS Academic Advisor to facilitate degree completion requirements from VCCS institution.
- ___ 11. Become familiar with financial aid and tuition payment deadlines and processes.