Carolina Student Transfer Excellence Program

Alamance Community College

CENTRAL CAROLINA COMMUNITY COLLEGE

CAPE FEAR COMMUNITY COLLEGE

CARTERET COMMUNITY COLLEGE

DURHAM TECH

WAKE TECH
Lead the way.

Sandhills COMMUNITY COLLEGE

UNC
CAROLINA STUDENT TRANSFER
EXCELLENCE PROGRAM

CRAVEN COMMUNITY COLLEGE

FTCC

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Enrollment Agreement

You have agreed to:

- Successfully complete an associate degree prior to enrolling at UNC-Chapel Hill (UNC-CH) with a minimum 3.2 GPA.

- Successfully complete the UNC-CH transfer application by mid-February of the year you intend to enroll.

- Successfully complete the foreign language requirement (through level three) before enrolling at UNC-CH.

- Participate fully in all C-STEP activities while at your partner community college and during your two years at UNC-CH. C-STEP program activities include: orientation session, cultural events, career building sessions, academic skills workshops, major/minor preparation, one-on-one faculty mentoring, peer mentoring, one-on-one meetings with a C-STEP representative, and monthly dinners with C-STEP advisors and students.

- Meet with an academic advisor regularly to make sure that you complete all of your degree requirements in a timely manner. You understand certain majors may require taking several science and/or math courses within one semester. If you have to register for more than one laboratory science and/or math course within a given semester, you will work closely with an academic advisor to devise a schedule that is appropriate based upon your major.

- Apply for financial aid through the FAFSA and CSS Profile by March 1 of the year you intend to enroll at UNC-CH. You understand that the University will work to meet the full demonstrated need of all admitted students who apply for aid on time and who are eligible for federal financial aid, and the resulting financial aid package may include grants, loans, and/or work study.

Submit your UNC-CH Transfer application (see page 4)

You will need to **submit/resubmit** the following items along with your UNC-CH Transfer Application:

- Updated official transcript from your community college with fall grades
- Official high school transcript with graduation date
- Official hard copy transcripts from all colleges and universities you have attended
- Any items on your application To Do List in your ConnectCarolina

Remember that as a C-STEP student:

- Your $80 application fee is waived. **Select fee waiver on the application page**
- For your essays: upload a document titled "I am a C-STEP Student." It must be at least 250 words and no more than 650 words, so fill the document with letters to meet the word requirement. **PLEASE NOTE that you will still need to complete essays and other requirements for professional schools**
- You will enter UNC-CH as a junior transfer student. Be sure to **select Junior Transfer Student on your application**

After you apply

Soon after you submit your application, you'll get an email from us with instructions on how to create your UNC Guest ID so you can track your application status through MyCarolina. Please add unchelp@admissions.unc.edu to your safe-sender email list so that you'll always be sure to receive our emails. If you change your email address (or any other contact information), it's important that you log in to MyCarolina and edit your profile.

Log in to MyCarolina and view your Admissions To Do List to find out what application materials we still need. Please allow 2 – 3 weeks for submitted items (particularly those you send by snail mail) to be linked to your application. We may ask for additional information once we start reviewing your application, so be sure to check your To Do List periodically. We can't review your application until we receive all of your materials, so help us out and be proactive! We'll do our best to alert you by email if your application is missing important items, but if your application is not complete by March 1, we reserve the right to review your application based on the information we have in hand or to withdraw it from consideration. Don't let that be you! Check MyCarolina and get your materials in.

When your decision is ready, we'll post it on MyCarolina. Transfer students can expect a decision by mid-April.

If you're mailing information to our office from your local post office, please use the following address:

Office of Undergraduate Admissions
University of North Carolina at Chapel Hill
Jackson Hall
Campus Box 2200
Chapel Hill, NC 27599-2200

If you're mailing information to our office through a shipping company such as Fed-Ex or UPS, please use the following address:

Office of Undergraduate Admissions
University of North Carolina at Chapel Hill
Jackson Hall
153A Country Club Road
Chapel Hill, NC 27514

Program	How do I apply?	Additional Information
College of Arts and Sciences	Common Application	The majority of our undergraduate majors, including the fine arts, humanities, natural sciences, mathematics, and social sciences, are housed in the College of Arts and Sciences.
Biostatistics (School of Public Health)	Common Application	Review supplemental application instructions for Biostatistics.
Business Administration	Students must enroll in the College of Arts and Sciences and complete at least one semester before applying for admission to the undergraduate program at Kenan-Flagler Business School.	
Clinical Laboratory Science	Common Application	Review supplemental application instructions for Clinical Laboratory Science.
Dental Hygiene	Common Application	Review supplemental application instructions for Dental Hygiene.
Environmental Health Science (School of Public Health)	Students must enroll in the College of Arts and Sciences and complete at least one semester before applying for admission.	
Health Policy and Management (School of Public Health)	Common Application	Review supplemental application instructions for Health Policy and Management.
Information and Library Science	Common Application	Review supplemental application instructions for Information Science.
Journalism	Common Application	
Nutrition (School of Public Health)	Students must enroll in the College of Arts and Sciences and complete at least one semester before applying for admission.	
Nursing	*NOT COMMON APPLICATION*	Learn more about applying to the School of Nursing.
Pharmacy	PharmCAS-- *NOT COMMON APPLICATION*	Juniors planning to major in Pharmacy must apply directly to the School of Pharmacy and not through the Office of Undergraduate Admissions.
Radiologic Science	Common Application	Review supplemental application instructions for Radiologic Science.

School of Public Health (Biostatistics and Health Policy Management) – Application Instructions for Junior Transfers

Welcome to the UNC Gillings School of Global Public Health application homepage. This site provides information on applying to the following Bachelor of Science in Public Health programs:
- Biostatistics
- Health Policy and Management

Should you have questions about the application process, please contact sph-osa@unc.edu.

Deadlines

Submit the Common Application, supplement, and application fee by January 12, 2016. Recommendations and transcripts must be received by March 1, 2016. Students will be notified of a decision by April 19, 2016.

Junior transfer applicants interested in majoring in Health Policy and Management must submit a complete common application (including letters of recommendation, personal statement, and resume) by January 12, 2016. Incomplete applications and applications received after this date will not be considered by the BSPH Program in Health Policy and Management.

Application Instructions

To apply for admission, follow these steps:
- Go to the Common Application to create an account and start your application.
- Submit the Common Application, the Common Application supplement, and application fee by the deadline above.
- Upload the statement of purpose requested in your Common Application supplement.
- Submit official transcripts from all high schools, colleges, and universities attended to:
  > University of North Carolina at Chapel Hill
  > Office of Undergraduate Admissions
  > Jackson Hall, Campus Box 2200
  > Chapel Hill, NC 27599-2200
- Arrange to have two letters of recommendation written on your behalf sent to uncsubmit@admissions.unc.edu. Both of your recommendations should be academic. If you are applying to Biostatistics, the department requires that one of your recommendations be from a quantitative (math or statistics) teacher.
- After you submit your application, you will receive instructions for creating your MyCarolina account, which will allow you to view the status of your application, including your admission decision. Be sure to check your MyCarolina page frequently for important application updates.

Additional Information

Should you have any questions about the application process or program, please contact:
Gillings School of Global Public Health (http://sph.unc.edu/)
Office of Undergraduate Admissions (http://admissions.unc.edu/apply/transfer-students/)
Gillings School of Global Public Health
The University of North Carolina at Chapel Hill
135 Dauer Drive, Campus Box 7400
Chapel Hill, N.C. 27599-7400
919-966-2499
Email: sph-osa@unc.edu

<u>**Clinical Laboratory Science (CLS) – Application Instructions for Junior Transfers**</u>

Thank you for your interest in the Clinical Laboratory Science program at the University of North Carolina at Chapel Hill. The CLS program will prepare you for entry-level laboratory positions and a future in a constantly growing area of health care. Our graduates have multiple job offers when they complete the program and go on to have rewarding careers in a wide variety of positions. We look forward to receiving your application and talking with you about the exciting field of clinical laboratory science.

Admission Requirements
Students typically enter the CLS program after completing general education requirements and prerequisite courses. Successful completion of the prerequisite courses listed on the CLS website does not guarantee admission to the program.

CLS students are selected on the basis of science and math prerequisite courses, grades, the information in the application for admission, interviews, and recommendations. Students who already have a baccalaureate and have the CLS prerequisite courses may apply for admission to the program and request a second baccalaureate degree from UNC.

Deadlines
Completed applications received by January 12, 2016 will receive first consideration. Applications received after that deadline will be considered if there are positions available in the program. Note that the deadline for submitting your Common Application, supplement, and fee to the Office of Undergraduate Admissions is February 13, 2016.

Application Instructions
To apply for admission, follow these steps:
- Go to the Common Application to create an account and start your application.
- Submit the Common Application, the Common Application supplement, and application fee by the deadline above.
- Upload the essay requested in your Common Application supplement.
- Submit official transcripts from all secondary and post-secondary schools to:
  > University of North Carolina at Chapel Hill
  > Office of Undergraduate Admissions
  > Jackson Hall, Campus Box 2200
  > Chapel Hill, NC 27599-2200
- Arrange to have two letters of recommendations written on your behalf sent to uncsubmit@admissions.unc.edu. Recommendations should be completed by college professors or teaching assistants who are familiar with your academic abilities, work supervisors, or volunteer project supervisors.

Additional Information
Clinical Laboratory Science (http://www.med.unc.edu/ahs/clinical)
Office of Undergraduate Admissions (http://admissions.unc.edu/apply/transfer-students/)
Should you have any questions about the application process or program, please contact:
Admissions Chair
Allied Health Sciences
Campus Box 7120, Bondurant Hall
321 South Columbia Street
Chapel Hill, NC 27599-7120
email: tamara_mesko@med.unc.edu
Website: http://www.med.unc.edu/ahs/clinical/students/prospective

Dental Hygiene – Application Instructions for Transfer Students

The UNC-CH Dental Hygiene Program application website provides information on applying to the following pre-licensure dental hygiene programs:
- Certificate in Dental Assisting
- Bachelor of Science in Dental Hygiene

Admission Requirements

The applicant must meet the University's requirements for admission prior to being considered for admission to the Dental Hygiene Program. Students enter the Dental Hygiene program after completing prerequisite courses. Click here (https://www.dentistry.unc.edu/academicprograms/dh/undergrad/admissions/) for a list of prerequisites. Successful completion of the prerequisite courses listed under the major does not guarantee admission to the program.

Deadline

Submit the Common Application, the Common Application supplement, application fee, 3 letters of recommendation, transcripts, and Shadowing Documentation Form by February 13, 2016.

Application Instructions

To apply for admission, follow these steps:
- Go to the Common Application to create an account and start your application.
- Submit the Common Application, the Common Application supplement, and application fee by the deadline listed above.
- Upload the essays requested in your Common Application supplement.
- Submit official transcripts from all high schools, colleges, and universities attended to:
  > University of North Carolina at Chapel Hill
  > Office of Undergraduate Admissions
  > Jackson Hall, Campus Box 2200
  > Chapel Hill, NC 27599-2200
- Arrange to have three letters of recommendation written on your behalf sent to uncsubmit@admissions.unc.edu. Two of your recommendations should be academic.
- Complete a minimum of 20 hours of dental hygiene "shadowing." Consider visiting private practice dental offices, visiting community dental clinics, or volunteering at dental health events (for example, MOM clinics). The Dental Hygiene Admissions Committee wants to make sure candidates understand the responsibilities and challenges a dental hygienist experiences on a daily basis. Complete and upload the Dental Hygiene Shadowing Documentation Form to record the location, date, number of hours, and supervisor for each experience.

Additional Information

School of Dentistry
Office of Undergraduate Admissions (http://admissions.unc.edu/apply/transfer-students/)
Should you have any questions about the application process or program, please contact:
3220 Old Dental Building, Campus Box 7450
UNC-CH School of Dentistry
Chapel Hill, North Carolina 27599-7450
Telephone: (919) 537-3459
Email: dentalhygiene@dentistry.unc.edu

<u>School of Information and Library Science – Application Instructions for Junior Transfers</u>

Welcome to the School of Information and Library Science. This page provides information on applying for the Bachelor of Science in Information Systems. For more information on this program and application prerequisites, click here. Should you have questions about the application process, please contact info@ils.edu.

Deadline

Submit Common Application, supplement, and application fee by February 15, 2016. Official transcripts must be received by March 1, 2016. Students will be notified of a decision by April 19, 2016.

Application Instructions

To apply for admission, follow these steps:

- Go to the Common Application to create an account and start your application.
- Submit the Common Application, the Common Application supplement, and application fee by the deadline above.
- Upload the essay requested in your Common Application supplement.
- Submit official transcripts from all high schools, colleges, and universities attended to:

>   University of North Carolina at Chapel Hill
>   Office of Undergraduate Admissions
>   Jackson Hall, Campus Box 2200
>   Chapel Hill, NC 27599-2200

- After you submit your application, you will receive instructions for creating your MyCarolina account, which will allow you to view the status of your application, including your admission decision. Be sure to check your MyCarolina page frequently for important application updates.

Additional Information

Should you have any questions about the application process or program, please contact:

School of Information and Library Science
Office of Undergraduate Admissions
School of Information and Library Science
The University of North Carolina at Chapel Hill
216 Lenoir Drive, Campus Box 3360
100 Manning Hall, Chapel Hill, NC 27599-3360
(919) 962-8366
Fax: (919) 962-8071
Email: info@ils.unc.edu

<u>**Radiologic Science – Application Instructions for Junior Transfers**</u>

Thank you for your interest in the Radiologic Science (BSRS) program at the University of North Carolina at Chapel Hill. The BSRS program will prepare you for entry into the medical imaging segment of health care. Our graduates continue in rewarding careers in a wide variety of positions and healthcare settings. We look forward to receiving your application and talking with you about the exciting field of radiologic science.

Admission Requirements

Students typically enter the Radiologic Science program after completing general education requirements and prerequisite courses. Successful completion of the prerequisite courses listed under the major does not guarantee admission to the program.

BSRS students are selected on the basis of science and math prerequisite course GPA, overall GPA, quality of written application, oral and written interviews, and recommendations. Students with an overall grade point average less than 2.5 cannot be considered for admission to the UNC BSRS program. Students who already have a baccalaureate degree and have the BSRS prerequisite courses may apply for admission to the program and request a second baccalaureate degree from UNC.

Deadlines

Completed applications received by December 1, 2015 will receive first consideration. Following this deadline, the remainder of the class not filled will be considered as rolling admission throughout the spring semester. Note that the deadline for submitting your Common Application, supplement, and fee to the Office of Undergraduate Admissions is February 14, 2016. If you want to be considered for admission after this deadline, please contact Radiologic Science at (919) 966-5146.

Application Instructions

To apply for admission, follow these steps:

- Go to the Common Application to create an account and start your application.
- Submit the Common Application, the Common Application supplement, and application fee by one of the deadlines above.
- Upload the essays requested in your Common Application supplement.
- Submit official transcripts from all secondary and post-secondary schools to:

  > University of North Carolina at Chapel Hill
  > Office of Undergraduate Admissions
  > Jackson Hall, Campus Box 2200
  > Chapel Hill, NC 27599-2200

- Arrange to have two letters of recommendations written on your behalf sent to uncsubmit@admissions.unc.edu. Recommendations should be completed by college professors or teaching assistants who are familiar with your academic abilities, work supervisors, or volunteer project supervisors.

Additional Information

Radiologic Science
Office of Undergraduate Admissions
Should you have any questions about the application process or program, please contact:
Admissions Chair
Allied Health Sciences
Campus Box 7130, Bondurant Hall, Suite 3050
321-A South Columbia Street
Chapel Hill, NC 27599-7120
email: tamara_mesko@med.unc.edu
Website: http://www.med.unc.edu/ahs/radisci/ed-programs/medical-imaging/admissions-1

School of Nursing: [Bachelor of Science in Nursing](#)

Students seeking a first bachelor's degree are admitted to the upper division (junior/senior) B.S.N. (6-semester) option, typically in the spring semester of the sophomore year. Students must complete all lower-division (first-year/sophomore) courses prior to matriculating into the School of Nursing. The first nursing courses begin in the first summer session (May) preceding the junior year.

Application Deadline
BSN 6-term option: December 22nd (May matriculation)

Admission Criteria
Admission to the School of Nursing is competitive. Effective May 2014 matriculation (December 2013 application deadline), all applicants to the 6-term BSN option must have earned a cumulative GPA of at least **2.8**. Admission to UNC–Chapel Hill as a first-year student does not guarantee admission to the School of Nursing as a junior. Applicants must be eligible to return to all institutions previously attended.

Application
The BSN application opens in October with a December 22nd deadline for May matriculation. The application link, instructions, deadlines, and decision time frame can be found on the [Applications page](http://nursing.unc.edu/admissions/applications/) (http://nursing.unc.edu/admissions/applications/).

Accessing the Correct Application
CREATE YOUR UNC ID
If you already have a UNC ID and password, please skip to the "*Link to the Application*" section below.
If you do not already have a UNC ID and password:
• If you are an Alumna/Alumnus or former student, please visit the following link to create your Guest ID: https://acapps.unc.edu/account/register/alumni.
• For all others, please visit the following to create your Guest ID: https://acapps.unc.edu/account/register.
Once you have created a Guest ID, you will receive an email to change your password and from there you will have a link to the application.

LINK TO THE APPLICATION
To access the application, visit http://cc.unc.edu and follow the steps below.

Initial Questions
The initial questions to the application are extremely important because they determine which application you will access. Carefully review the screen shots below so you can make the correct selections as you begin your application. In order to make the correct selection for your "Entry Type", it is important to read each option completely.

Completing the Online Application

Each section of the application has very specific instructions. You can navigate through the application using the Navigation Bar provided on the left of the application, or you can select BACK or CONTINUE.

Please Note: To change sections using the Navigation Bar you must first select SAVE at the bottom of the page. The CONTINUE and BACK buttons will automatically save your data.

Essay Questions

Because we don't have the opportunity to meet or interview all of our applicants personally, we ask that you help us get to know you better through the required essays. Please read the questions carefully, and limit your responses to the lengths we've indicated.

Your essay document is to be double-spaced in at least font size 11. Your essays are to be in one document with a page break between each essay. Your full legal name should be at the top of each page. Please number each essay or identify it using the essay question. You are allowed a maximum of 2 pages per essay (6 pages total). Once you have selected SAVE, you will have the option to view or remove the essay. Please make sure you have uploaded the correct document. If you attempt to upload more than one document (i.e. save a separate document for each essay), only the last document uploaded will be saved.

Each essay question may contain multiple parts so be sure to address all components. Carefully check your essays for spelling and grammar. Your ability to communicate will be evident in your essays. By signing the statement at the end of application, you verify that the essays are your own and were written by you.

- Failure to adhere to the formatting guidelines may result in your application being considered incomplete.
- Failure to submit two to three distinct essays may result in your application being considered incomplete.

Contacts

- If you have questions about whether or not your transcripts have been received by the Office of Undergraduate Admissions, please contact the office directly. unchelp@admissions.unc.edu 919-966-3621.
- If you have any technical problems, such as browsers or login issues, contact the **UNC Help Desk** at **(919) 962-HELP (4357)**.
- If you have questions about completing the application sections, please contact the School of Nursing Office of Student Affairs at sonapp@unc.edu, and you will receive a response within 1 to 2 business days.

UNC-Chapel Hill Students interested in pursuing a Law Degree

Law schools do not expect, prefer, or require any specific course of study when it comes to making admissions decisions. More than anything, law schools are looking for students who have acquired significant analytic skills and the capacity to present arguments in a compelling way.

Any number of majors will support well the development of these skills. Nonetheless, philosophy is widely regarded as an excellent preparation for law school and a career in law. Students who wish to prepare for law school should therefore consider a major in philosophy. Alternatively, they may wish to supplement a major in another discipline with a minor in philosophy, and should in any case supplement whatever major they pursue with a number of philosophy courses (most especially a logic course and at least a couple of courses at the intermediate level or higher). Above all, students should seek out courses that will give them extensive opportunities for analytical, critical writing.

The following suggestions reflect a collaborative effort by members of the UNC Law School and the Department of Philosophy to identify a program of study that will put students in a good position to secure admission to, and then thrive in (or at least survive), law school and the legal profession.

I. Courses in Philosophy.
Students should take at least one course in each of the following groups.

Logic: PHIL 155 (logic), PHIL 157 (Logic and Decision Theory) PHIL 356 (topics in logic) or PHIL 455 (advanced logic) Introduction to Philosophy: PHIL 101 or 110 (general introductions), or PHIL 160 or 163 (introduction to ethics, practical ethics) PHIL 170 (introduction to political philosophy) Intermediate Courses (general): PHIL 150 (philosophy of science), PHIL 145 (language and communication), PHIL 230 (experience and reality) PHIL 210 (ancient philosophy), or PHIL 220 (modern philosophy).	Intermediate/Advanced Courses (ethics, law-related): • PHIL 280 (morality and law), PHIL 360 (history of ethics), PHIL 312 (contemporary ethical theory), PHIL 384 (philosophy, politics, and economics), or PHIL 480 (philosophy of law) Advanced Courses: PHIL 300 – 495 (any course)

II. Cognate courses
Students are also encouraged to take courses in other departments that develop basic writing, reasoning, or analytic skills and basic understanding of American society, political institutions, and principles of economics and finance. Courses of the following kinds would be especially useful:
- In Political Science or Sociology: introductions to American government and legal institutions and basic social institutions.
- In History: history of American legal institutions, constitutional history, and the like.
- In Economics: introduction to basic micro-economics and welfare economics.
- In Public Policy Analysis: techniques, methods, and ethical basis of policy analysis.
- In English: legal writing, non-fiction composition

For more information, please contact Will Taylor (zoso@email.unc.edu) in University Career Services.

UNC-Chapel Hill Students interested in pursuing a Professional Degree in the Health Field

The Health Professions Advising Office assists students who are interested in entering a health profession. The Health Professions Advising Office provides information about the entrance requirements to many professional health schools, including:

- required courses to become eligible to apply
- schools/programs available
- application procedures
- required entrance tests
- characteristics of the current applicant pool.

Useful Links for those interested in Pre-Health:
  o Announcements, News, & Events
  o Letters of Evaluation
  o Archived Listserv Emails
  o Test Dates & Information
  o Medical School
  o Dental School
  o Optometry Schools
  o Physician Assistant
  o Physical Therapy
  o Allied Health Careers & Links
  o Interview Workshops
  o Nursing Schools
  o Pharmacy School
  o Public Health Careers & Programs
  o Special Programs
  o Veterinary Schools
  o Chiropractic Schools
  o Naturopathic Medicine

For more information, please contact Resa K. Anderson (resa@email.unc.edu) in University Career Services

Financial Aid

There are two applications undergraduate students must complete:

1. Free Application for Federal Student Aid (FAFSA) – Available at fafsa.gov, this form is used to determine federal aid eligibility. UNC code is 002974.
2. CSS/PROFILE – Available at student.collegeboard.org/profile, this form is used for University scholarships and grants. UNC code is 5816. The fee for the initial application and one college or program report is $25. **C-STEP cannot waive this fee**.

Both forms should be submitted by March 1 to meet the priority deadline. Late applications are accepted, but aid resources may be limited.

*Even if you do not expect to receive aid, you should complete both of these applications. There is no income cut-off to qualify for federal student aid. Many factors besides income—from the size of your family to the age of your older parent—are taken into account. Your eligibility is determined by a mathematical formula, not by your parents' income alone. And remember: when you fill out the Free Application for Federal Student Aid (FAFSA), you're also automatically applying for funds from your state, and possibly from your school as well. Even if you do not qualify for scholarships or grants, you may qualify for low interest federal student loans.

Once you have submitted your FAFSA and CSS/PROFILE and received your UNC login information from UNC-Chapel Hill Admissions, you should log in and find and click the link to "Financial Aid"; OR, if you have already been admitted and have a ConnectCarolina login, log in to your ConnectionCarolina Student Center page and click on your "Financial Aid" tab. If additional information and/or documents are required from you before your financial aid eligibility can be determined and an award made, these requirements will be displayed under your "To-Do" list. Click each "to-do" item listed and follow the instructions provided for each item**.**

If additional documentation is needed, you may receive an estimate of aid eligibility, pending a final decision. You will be notified by e-mail if we need more information, and your aid award will be confirmed after you've submitted any additional documents.

Net price calculator tool from Collegeboard

The calculator is designed to give you an early indication of your eligibility for financial aid. The estimate is available to undergraduate students attending school full-time in the academic year indicated. We hope the tool gives you a clear picture of options and opportunities so you can make more informed decisions about your college choices. Please visit https://npc.collegeboard.org/student/app/unc to complete the calculator and get an estimate of the financial aid you may receive.

What Information Do I Need When I Fill Out the FAFSA?

The FAFSA asks for information about you (your name, date of birth, address, etc.) and about your financial situation. Depending on your circumstances (for instance, when you filed taxes or what tax form you used), you might need the following information or documents as you fill out the FAFSA:

- Your Social Security number (it's important that you enter it correctly on the FAFSA!)
- Your parents' Social Security numbers if you are a dependent student
- Your driver's license number if you have one
- Your Alien Registration Number if you are not a U.S. citizen
- Federal tax information or tax returns including IRS W-2 information, for you (and your spouse, if you are married), and for your parents if you are a dependent student:
    - IRS 1040, 1040A, 1040EZ
    - Foreign tax return and/or
    - Tax return for Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, the Marshall Islands, the Federal States of Micronesia, or Palau
- Records of your untaxed income, such as child support received, interest income, and veterans noneducation benefits, for you, and for your parents if you are a dependent student
- Information on cash; savings and checking account balances; investments, including stocks and bonds and real estate but not including the home in which you live; and business and farm assets for you, and for your parents if you are a dependent student

Keep these records! You may need them again. Do not mail your records to us.

Learn more about reporting tax information on your FAFSA
https://studentaid.ed.gov/fafsa/filling-out#documents

◇ **CollegeBoard**

CSS/Financial Aid PROFILE®

Student Guide

This guide provides the basic information you need to complete your PROFILE application at
http://student.collegeboard.org/profile beginning Oct. 1, 2014.

WHAT is the PROFILE? The **PROFILE** is an online
application that collects information used by certain
colleges and scholarship programs to award institutional
aid funds. (All **federal** funds are awarded based on the
FAFSA, available after Jan. 1 at www.fafsa.ed.gov.) Some
colleges may require additional information, such as tax
returns or an institutional application. If your parents are
divorced, some colleges will also require your noncustodial
parent to complete the Noncustodial PROFILE.

WHEN do I file the PROFILE? You may file the
PROFILE as early as Oct. 1, 2014. However, you should
file no later than two weeks before the EARLIEST priority
filing date specified by your colleges or programs.

WHO must file the PROFILE? Check your colleges'/programs'
information to determine whether they require the PROFILE. A
list of colleges that require the PROFILE from at least some of their
applicants is found on the back of this page. The most up-to-date
list, including search capabilities and additional information,
can be found by clicking on "list of colleges, universities,
and scholarship programs" on the PROFILE Index Page.

HOW do I file the PROFILE? You file the PROFILE online
at www.collegeboard.org by selecting "CSS/PROFILE" under
"Pay for College." If you do not have a computer at home,
register for PROFILE at your high school or local library,
print the Pre-Application Worksheet and Instructions, and
review them with your parents. Return to your high school or
library and enter the information by logging back in to your
application using your secure username and password.

WHAT does the PROFILE cost? The fee for the initial
application and one college or program report is **$25**. Additional
reports are **$16**. Payment may be made via credit or debit
card. **Fee waivers** are granted automatically — based on the
information entered on the PROFILE application — to students
who are first-time college applicants and are from families with
low incomes and assets. International students are not eligible
for fee waivers. This waiver covers the application fee and the
reporting fees for up to eight colleges or scholarship programs.

Information to have available when you register:

- Type of tax return you and your parent(s) will file for the
  current year (e.g., 1040, 1040 EZ, foreign return)
- If your parents receive TANF (Temporary Assistance for
  Needy Families) or SSI (Supplemental Security Income)
- If your parents are self-employed or own business(es)
  and/or farm(s)
- Your parents' housing status (e.g., own, rent)
- Your personal information, including your Social Security
  number

Once you register, you will find detailed instructions and an
extensive Help Desk, including Frequently Asked Questions,
online.

The Process: Three Easy Steps

1. **Register** — Your PROFILE application is tailored to your
   family situation, based on your registration answers and the
   colleges or programs you select. After registering, you can
   securely save your application and return to complete it at
   any time, 24/7, using your collegeboard.org username and
   password.
2. **Complete the Application** — Use the customized
   Pre-Application Worksheet and Instructions to help you
   complete the PROFILE. As you answer questions, the system
   provides online help and edits to minimize mistakes.
3. **Submit the Application** — The date and time you submit
   your completed application will be recorded based on
   Eastern Time. You pay online and will receive an online
   PROFILE Acknowledgment as a record of your payment and
   application information. The Acknowledgment may include
   your next steps to complete your financial aid application
   process, so be sure to print a copy for your records.

At any time, you may **add** a college or program by going to the
PROFILE home page and clicking "Add Colleges to Submitted
Application." You will be charged $16 for each college or program
you add. Any unused fee-waiver eligibility will be automatically
applied to your charges. You may not **delete** any recipients once
you have submitted your application.

Questions? Contact customer support at **305-829-9793**
(Monday through Friday, 9 a.m. to 6 p.m. Eastern Time, with
extended hours from 8 a.m. to 10 p.m., January through April) or
email **help@cssprofile.org**.

http://student.collegeboard.org/css-financial-aid-profile

Enrollment

Here is a quick checklist for the steps to take between now and your first day of classes:

- As soon as decisions are available, accept your admissions offer and pay or defer your $250 enrollment deposit on Connect Carolina by the **mid-May deadline**. Note that if you choose to defer your enrollment fee to Financial Aid, it will take 48 – 72 hours before you can register for classes. If you choose to "pay by check/money order" or "pay by debit/credit," you will not be able to register until your payment is credited (can take up to 10 days).

- Right away: create your ONYEN (the Only Name You'll Ever Need). Visit onyen.unc.edu, and click on "Create An Onyen." You will then be prompted to enter your UNC PID (Personal Identification Number), which is included in your admit letter, along with other important personal information. Follow the instructions in the letter enclosed in this packet to create your ONYEN. Your ONYEN will be your passport to your UNC email account and other UNC services. And if you applied for financial aid, you will also need your ONYEN to access your financial aid award information.

- **As soon as you pay your deposit: watch Academic Advising's Transfer Module to better understand our transfer credit, our curriculum, and how to register for courses. After watching the module, register for classes and schedule a meeting with an academic adviser to discuss your academic plan.**

- If you haven't yet: submit the FAFSA and CSS PROFILE for financial aid consideration.

- By mid-May:
    - Deadline for all transfer students to enroll at Carolina and pay your $250 deposit. We encourage you to enroll online, but if you prefer to respond by mail, you may download an electronic copy of the reply form and mail it to us.
    - Laptop order deadline. Learn more about CCI computers and click here to order.

- End of May: Community Standards Form deadline. **Choose option "B" and have your advisor sign off**. This will save you the cost of performing the background check.

- Early June: Orientation registration deadline. Learn more about orientation and click here to register.

- Mid-June:
    - Final transcript submission to the Office of Undergraduate Admissions. Be sure to also submit your AP credit.
    - Immunization and health history form deadline. Learn more about UNC Campus Health, by visiting campushealth.unc.edu to complete the immunization forms.
    - Housing application deadline. Learn more about housing options. When you're ready to apply, visit housing.unc.edu.
- Set up Direct Deposit for Student Account Refunds.
    - This will make processing refunds and other payments easier.
        - Step-by-step directions can be found at http://www.unc.edu/finance/fd/c/sa/docs/setup_dirdep.pdf

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C-STEP Programing and Resources

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C-STEP Fall Kick-Off Celebration
This is the annual event to kick-off the academic year. All C-STEP students and partners are invited. This event welcomes new C-STEP students to the program and the University. It also allows returning C-STEP students to reconnect with one another and form new friendships with other C-STEP students.

C-STEP Shadow Day Program
During the fall and spring semester, current community college C-STEP students are invited to participate in the C-STEP Shadow Day Program. Students are asked to provide their intended major and **three** separate dates (via email) that will work for them to travel to UNC to shadow a current UNC C-STEP student. During the visits, most community college C-STEP students spend at least four hours touring UNC-CH's campus with a current UNC C-STEP student, attending one or more classes, and dining in one of the campus dining halls. Community college students are able to create campus connections through these experiences.

Again, the goal of this program is to allow you the time to explore UNC CH's campus for a day with a seasoned C-STEP student who has made that leap! During this time, you should expect to shadow a current UNC transfer student through their busy day. This might include attending a class or two, a study group, various meetings, running errands, and/ or dining in one of our dining halls. We will try our very best to pair you with a student who is majoring in something that is of interest to you. This is not always possible and this is not the point of the day. If we are not able to pair you with a student who is majoring in your area of interest, we suggest planning a trip back to sit in on one of the many class visits we offer. http://admissions.unc.edu/visit/touring-carolina/

Things to remember on your C-STEP Shadow Day:
- Arrive at least 30 minutes before your scheduled time to receive a campus map, dining hall pass, and specific C-STEP information
- Bring a notebook and pen/pencil
- Prepare questions for the person you are shadowing
- Upon your arrival to the class/s you attend, please turn off all cell phones or electronic components that may be distracting.

Students will receive an email survey after completing the C-STEP Shadow Day Program. Please complete the survey so we can improve the program in the future.

C-STEP Welcome Program and Orientation
Register for Orientation via the New Student and Carolina Parent Program's website (http://nscpp.unc.edu/transfer-students).

C-STEP Welcome Program (Day One):
This is an overnight program, held on a Thursday and Friday in mid-June. This is a required program for all incoming C-STEP students. Please bring your overnight bag and belongings with you to the assigned residence hall where you will check-in for the C-STEP welcome program and for your overnight room accommodations. You will join other C-STEP participants in welcome activities, including team building exercises. Please dress casually and prepare to have fun! Lunch and dinner will be provided as a part of the welcome program.

Transfer Orientation (Day Two):
At Orientation, you will learn about faculty expectations, strategies for being a successful student in the Carolina classroom, meet with an academic advisor, begin to connect with other students, and learn about the expectations for living and learning in the diverse Carolina community. You will also learn about campus resources that will support you during your time on campus. Please make appropriate travel arrangements to remain on campus from 7:00 a.m. until 7:00 p.m. in order to complete all Orientation activities. The assigned times of Orientation

activities including Academic Advising and Laptop Distribution and Configuration are not able to be requested, adjusted, or switched. You will receive a detailed email with your Orientation Schedule as the date approaches.

C-STEP will cover the cost of your orientation. If you have a guest/family member attending the Transfer Orientation, you will be responsible for those fees.

Individualized Carolina C-STEP Plan
Each C-STEP student will meet with a member of the C-STEP staff to develop an Individualized Carolina C-STEP Plan (ICCP) at the beginning of each semester. These meetings are designed to identify student strengths, possible obstacles, and ways to overcome challenges the student may face.

Transfer Student Programs
Transfer Orientation, the Tar Heel Transfers Student Organization, T-Links (Transfer Peer Mentoring program), and Tau Sigma, the transfer student honor society, are available through New Student & Carolina Parent Programs, SASB South, Suite 3318, http://nscpp.unc.edu/. Transfer United is a residential living-learning community for transfer students. For more information, visit the housing website http://housing.unc.edu/. To find out more about all official campus organizations please visit https://studentlife.unc.edu/.

The Junior Transfer Seminar: IDST 301, 3 credits
Offered every fall, this course is designed to help junior transfer students make a successful transition into the University. All students who register for this course are junior transfer students. The course gives new transfer students the opportunity to work closely with an instructor in a small-class environment and to meet other transfer students. The course may be used to fulfill social science and experiential general education credits.

EDUC 130: Navigating the Research University, 1 credit hour
This course provides students with knowledge to succeed at a research university. Students consider what it means to have a liberal arts education and learn about motivation, resiliency, and self-advocacy. Students also reflect on their current work toward academic success and their path to graduation. This course is offered during the fall semester and summer sessions one and two.

Personal Librarian Program for Transfer Students
Several weeks into the fall semester, each incoming transfer student is assigned a personal librarian who will contact them at key points during the academic year to inform them of helpful resources and services. Students are encouraged to contact their personal librarians with research and library-related questions as needed. Personal librarians can help students by:
- Reminding them of the library's services; remove period at end of sentence
- Assisting them in conducting research, locating information, and developing effective search strategies
- Helping them navigate the campus libraries and direct them to new resources and programs
- Answering their questions about library policies, procedures, and services
- Connecting them to university resources outside of the library.

C-STEP Peer Mentor
C-STEP Students are assigned peer mentors as junior transfer students. These mentors are former community college transfer students, who have been at UNC for at least one academic year. Mentors provide information about University resources, UNC's culture, and best practices for academic success.

The Learning Center http://learningcenter.unc.edu/
There are many free services provided by the Learning Center, such as reading skills, tutoring, academic skills workshops, etc. Contact the Center at 919-962-3782.

The Writing Center http://writingcenter.unc.edu/
This is a free service available to students. The center offers both 45-minute face-to-face sessions and an online tutoring system that allows students to submit written documents and receive feedback via the web. Contact the Center at 919-962-7710.

Carolina Veterans Organization
The CVO is a student-run organization that aims to provide veteran and military-affiliated students with resources, opportunities, and support to help facilitate a successful transition into higher education and foster a strong foundation for the future. Visit http://veterans.web.unc.edu/ for more information.

Common University Contacts to help with yourtransfer UNC
Scholarships and Student Aid, aidinfo@unc.edu, 919-962-8396
Housing, housing@unc.edu, 919-962-5401
New Student and Carolina Parent Programs (Orientation), newstudents@unc.edu, 919-962-8304
Academic Advising, 919-966-5116
University Career Services, ucs@unc.edu, 919-962-6507
Carolina Computing Initiative (CCI), 919-843-8224
Dining Services, feedback@dining.unc.edu, 800-UNCMEAL
Campus Health, immunizations@unc.edu, 919-966-2281
ITS HelpDesk (technological issues), 919-962-HELP
Transfer Student Services, Katie Cartmell, 919-843-2987

What is expected of me while I am at my community college?
Years One and Two at your community college:
- Take 12 – 15 credit hours per semester (excluding summers) in a University Transfer program.
- Meet regularly with C-STEP community college advisors to plan your academics, to engage in service opportunities, and to forge bonds with other C-STEP students.
- Attend the C-STEP Kick-off Event on UNC-CH's campus each year.
- Participate in at least one cultural event on UNC-CH's campus during your first year at your community college.
- Attend at least one other academic, social, or sporting event on UNC-CH's campus during your second year.
- Participate in the C-STEP Shadow Program once per year.
- Each year you will be visited by:
  o UNC-CH C-STEP Program Director and representatives from Undergraduate Admissions
  o UNC-CH Academic Advising
  o The UNC-CH Office of Scholarships and Student Aid.
- Complete your associate degree in arts or science.
- Complete the UNC-CH transfer student application (fee waived) during your second year.
- Complete all financial aid forms by March 1 of each year. This includes the CSS Profile and the FAFSA form for those in year two.

What are my academic expectations as a C-STEP Student?
For students admitted before April 1, 2015
Community college C-STEP students whose cumulative GPA falls below a 3.0 will be placed on probation for one academic semester. If the student raises their GPA to at least a 3.0, they will be removed from probation. If the student fails to raise their GPA to a 3.0 during their probationary semester, they will be dismissed from C-STEP.

   ***Students must have at least a 3.0 cumulative GPA prior to the fall semester they are planning to enroll at UNC-CH. Students without a minimum 3.0 cumulative GPA will NOT be admitted to UNC-CH. ***

For students admitted after April 1, 2015
Community college C-STEP students whose cumulative GPA falls below a 3.2 may be placed on probation for one or more academic semesters. If the student fails to raise their GPA to a 3.2 during their probationary semesters, they may be dismissed from C-STEP.

   ***Students must have at least a 3.2 cumulative GPA prior to the fall semester they are planning to enroll at UNC-CH. Students without a minimum 3.2 cumulative GPA will NOT be admitted to UNC-CH. ***

How do I report new criminal charges or disciplinary actions taken against me by my community college?
You must promptly notify the Office of Undergraduate Admissions in writing of any criminal charge, any disposition of a criminal charge, or any school, college, or university disciplinary action against you, any type of military discharge other than an honorable discharge, and any non-routine absence from school that occurs at any time after you submit this form. Your failure to do so will be grounds to deny or withdraw your admission, or to dismiss you after enrollment.

Can I test out of a course by taking a CLEP examination?
No. We no longer accept CLEP scores.

Can I receive credits for my AP/IB scores at UNC-CH?
Yes. Once you have enrolled at Carolina and we have received official reports for AP or IB tests, we will award credit based on individual departmental requirements.

When will I receive credit for my AP, IB and/or SAT scores?
If you are transferring to Carolina and have previously received credit for these courses, once you have enrolled at Carolina and we have received official reports for AP or IB tests, we will award credit based on individual departmental requirements.

How do I submit an "Out-of-School Gap"?
If you indicated that there was a gap in your education in the "Education" section of the Common Application, please provide an explanation of how you spent your time. You should email this document to Becky or Brian. Please see the example below:

Date (From and To)	Activity
March 2009 - March 2010	Served in the US Military
April 2010 – August 2011	Raised my children
August 2011 – Present	Worked at UNC-Chapel Hill

Why do I have to provide a Degree Awarded Date on my transcript?
An official copy of your final transcript with your Degree Awarded Date verifies the completion of an Associate in Arts or an Associate in Science. The Degree Awarded Date is also needed in order to receive the North Carolina Comprehensive Articulation Agreement.

What if my community college does not place the Degree Awarded Date on transcripts until mid-to-late August?
Have an official copy of your final transcript sent with all of your grades. There will be a hold placed on your ConnectCarolina account that will not affect you until spring registration. If you submit your official final transcript with the Degree Awarded Date before your spring registration, the hold will not affect you. If you do not provide an official final transcript with the Degree Awarded Date by then, you will not be able to register for classes.

What can I expect the summer before I am at UNC-CH?
Summer Prior to UNC-CH:
- C-STEP Orientation: students are required to attend a two day overnight orientation on UNC-CH's campus. The first day is comprised of only C-STEP students from the nine partner community colleges and is focused on teambuilding and leadership. On the second day, C-STEP students join other enrolling transfer students for orientation.
- You have the option to enroll in summer courses at UNC.
- You can select housing options and move to UNC-CH area.

Is Orientation mandatory?
Yes, Transfer Orientation is mandatory. Orientation is an opportunity to learn important tools and gather essential information that will aid in your successful transition to UNC-Chapel Hill. Contact Becky or Brian if you have further questions.

What is expected of me once I enroll at UNC?
- Attend the C-STEP Kickoff Event on UNC-CH's campus.
- Meet individually with the C-STEP Program Director or C-STEP Program Representative to develop an Individualized Carolina C-STEP Plan (ICCP) at least twice per academic year.

- You will be assigned a C-STEP Mentor.
- You will be eligible to apply for a C-STEP Summer Internship Stipend if you receive an unpaid internship during the summer.
- Participate in monthly gatherings that focus on social, academic, and personal enrichment.
- You will continue to receive services from the C-STEP campus partners (academic advising, University Career Services, etc.).
- Visit Academic Advising at least once a semester.
- Allow community college students to shadow you on campus as a part of the C-STEP Shadow Program.
- Participate in a C-STEP service project.
- Apply to become a C-STEP Mentor at the end of your junior year.
- Continue to meet the academic and program expectations.

How can I defer payment of my bill based on the financial aid I will receive?
To defer your bill, please access your ConnectCarolina Student Center. Look at the Finances Section and select "ACCOUNT INQUIRY" under "My Account". Click the "Account Services" tab and select "Request Deferment." Click the box for "Financial Aid Deferment" AND the "Statement of Understanding" and then click submit. There will be a confirmation screen after you click submit, click OK. Click the Account Inquiry tab to see the updated due date for deferred charges. Please note that the due date on the invoice will not change; only the due dates for the individual deferred charges, which you can see in the "Details by Due Date" section. You should complete this online deferment and remit payment to the Cashier's Office for any amount not covered by financial aid and/or charges from a previous academic year.

Where can I find out what books I will need for my classes at UNC?
Please visit https://itsapps.unc.edu/UNCStoreFront/form/showmybooksLogin.jsp.

Where can I find work study job listings?
Please visit https://unc.studentemployment.ngwebsolutions.com.

Where can I find opportunities specific to transfer students?
Please visit http://transfers.unc.edu/transfer-opportunities/.

UNC-Chapel Hill C-STEP Program Contacts
Rebecca Egbert, Senior Assistant Director of Admissions and C-STEP Program Director
regbert@admissions.unc.edu

Brian Woodard, C-STEP Program Coordinator
bfwoodard@admissions.unc.edu

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Campus Box 2200, Jackson Hall // Chapel Hill, NC 25799
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