## **Transfer Application Guide**

## GET CREDIT FOR ELIGIBLE COURSES

Ranken Technical College welcomes transfer students from two-year and four-year public and private universities and colleges. You will be considered a transfer applicant if you are applying to a degree or certificate program after previously enrolling in a regionally accredited post-secondary degree program.

If you're applying for one of Ranken's day school programs, you may be able to use transferable credits to meet the placement criteria. That way, you won't have to retake classes that cover material you've already learned.

You also might be able to get credit towards your degree using your tranfer credits. The transferability of credits will be evaluated on a case-by-case basis by the Registrar's office.

## Begin your transfer application at least six weeks before the beginning of your first semester.

- □ Submit your application for admission
- Pay your non-refundable registration fee of \$95 for Ranken Technical College's day school programs, the Bachelor of Science in Applied Management (BSAM) program, the Associate of Applied Science (AAS) degree program, or evening programs
- Submit your official high school transcript showing all work to date and all available aptitude and achievement scores (ACT/SAT tests)
- □ Submit your high school diploma or GED certificate
- Request your official transcripts showing completed coursework from all other colleges attended you'll need to contact your previous college directly to have them send the official transcript to Ranken.
- A personal interview with a Ranken admissions representative is recommended

Do you have a question that we didn't answer? Contact our Admissions Representatives for more information about transferring to Ranken:

## **Admissions Office**

Ranken Technical College 4431 Finney Avenue St. Louis, Missouri 63113

Phone: (314) 286-4809 Toll-Free: 866-4RANKEN Fax: (314) 286-3309 Email: admissions@ranken.edu

