



Statement: This checklist is only a guide and does not include every contingency that a student may face when applying to U-M Ann Arbor. Students wishing to apply to U-M Ann Arbor should follow instructions and guidelines from the U-M website ([www.umich.edu](http://www.umich.edu)) the admissions website (<http://www.admissions.umich.edu/>) and the college or school they wish to major in.

**Important:** Fall, Spring (May 6 to June 24) and Summer (June 26 to Aug 12) Term Admissions Deadline is **February 1<sup>st</sup>**. All Application materials must be received by Admissions for consideration by this date. The exception is the School of Music, Theatre and Dance which is December 1<sup>st</sup>.

Checklist:

**1. Research if Michigan is right for you!**

Check out this link about how the University of Michigan, Ann Arbor could be the right place for you:  
<http://admissions.umich.edu/about-u-m>

Look at our nearly 250 undergraduate degree programs (<http://admissions.umich.edu/academics-majors/majors-degrees>) located in our 13 schools and colleges. Be sure to go to the website for the school or college you are looking at – they may have additional requirements for admission and even different application procedures.

**2. Examine if Michigan is right for you – right now.**

The University of Michigan is highly ranked national university. We are ranked the 4<sup>th</sup> best public universities nationally by US News and World Report and one of the best public universities in the world by QS World University Rankings. We lead the world in areas of business, engineering, research, medicine, mental healthcare and many other fields. Admission to the university is a competitive process and our students, once here need to be very well prepared, academically, to succeed.

We would highly suggest that if you have been out of High School for more than two years that you consider taking some college level classes. Preferably classes would be taught in a classroom at a community college, public university, or regionally accredited school. Some military training such as the Defense Language institute and Military Academies would be acceptable as well. Most of our students who have served in the Military or whom are now serving took college level classes before they applied to UM.

Please look at this site for information on Transfer Credits: <http://admissions.umich.edu/apply/transfer-students/transfer-credit>

**3. Schedule a visit**

We understand that not everyone can visit our campus – but if you can, please do. We would love to have you attend one of your Transfer Information Sessions and get a walking tour of the university campus. For LSA students go here: <http://register.ugadmiss.umich.edu/transfersessions>, for engineering go here: <http://www.engin.umich.edu/college/admissions/visit> for other schools or colleges please contact your school or college directly to arrange visit.

#### 4. **Prepare for your application**

- a. Obtain your official high school records or GED information
- b. Obtain all post-secondary institutional transcripts including **all** coursework outside of high school including accredited military colleges
- c. Obtain transcripts from all military training and colleges

Joint Services Transcript

<https://jst.doded.mil/official.html>

Air University (formally Community College of the Air Force):

<http://www.au.af.mil/au/barnes/ccaf/transcripts.asp>

Note: Please realize that U-M is very conservative in awarding credits for classes or programs that were taken at other institutions. It is the discretion of the school or college within the university to what credits will transfer

#### 5. **SAT & ACT**

If you took the ACT or SAT as a high school student, we require that you send those scores to the University so they can be evaluated as part of your transfer application; please have the scores sent directly to the Office of Undergraduate Admissions from the testing agency. If you have not yet had your scores reported to the University of Michigan, you may request to have them sent online using these links:

ACT : <http://www.actstudent.org/scores/send/index.html> (U-M code is 2062)

SAT: <http://sat.collegeboard.org/scores> (U-M code is 1839)

Rush paper scores are not accepted.

If you did not take the ACT or SAT as a high school student, these scores will not be required as part of your transfer application to the University of Michigan and you should not sit for the exams as a college student.

#### 6. **Apply**

All transfer students are required to submit the following prior to the deadline date: February 1<sup>st</sup>

- Completed application (The Common Application) +
- \$75 Application Fee - This is not automatically waived for service members or veterans
- U-M Member Questions and Writing Supplement

- <http://admissions.umich.edu/university-michigan-questions>
- Final official secondary school record, including 9th-12th grades, test data, and graduation date
- GED results, if applicable
- Official transcripts from all post-secondary institutions
- Academic Evaluator/Instructor recommendation (recommended but not required) if this is not available a letter from a Commanding Officer or NCO
- Application fee
- Required test scores (MELAB, TOEFL, IELTS), if applicable
- SAT or ACT scored if previously taken
- Requirements for specific schools and colleges (i.e., portfolio, audition request, etc.), if applicable

Look at this website for common app tips at the bottom of the page: <http://admissions.umich.edu/apply>  
 Also this page lists how we evaluate your application packet: <http://admissions.umich.edu/apply/freshmen-applicants/selection-process> and this page too: <http://admissions.umich.edu/apply/transfer-students/requirements-deadlines-0>

If you are applying for the college of Literature, Science and the Arts (LSA) or Engineering you will use the *Common Application*: <https://apply.commonapp.org/Login>

The Schools or Colleges listed below also use the *Common Application* but have special requirements and prerequisites. Please find out more information on their websites.

<b>Taubman College of Architecture + Urban Planning</b>	– Deadline February 1	(Common App)
<a href="http://taubmancollege.umich.edu/architecture/admissions/apply/">http://taubmancollege.umich.edu/architecture/admissions/apply/</a>		
<b>Stamps School of Art &amp; Design</b>	Deadline February 1	(Common App)
<a href="http://art-design.umich.edu/prospective/undergraduate">http://art-design.umich.edu/prospective/undergraduate</a>		
<b>School of Education</b>	Deadlines Vary	(Common App)
<a href="http://www.soe.umich.edu/academics/bachelors_degree_programs/">http://www.soe.umich.edu/academics/bachelors_degree_programs/</a>		
<b>Engineering</b>	Deadline February 1	(Common App)
<a href="http://www.engin.umich.edu/college/admissions/undergrad/transfer/applying">http://www.engin.umich.edu/college/admissions/undergrad/transfer/applying</a>		
<b>School of Kinesiology</b>	Deadline February 1	(Common App)
<a href="http://kines.umich.edu/undergraduate-admissions/transfer-students">http://kines.umich.edu/undergraduate-admissions/transfer-students</a>		
<b>Music Theatre and Dance</b>	Deadlines Vary	(Common App)
<a href="http://music.umich.edu/prospective_students/admissions/ug/app_proc/app_proc.htm">http://music.umich.edu/prospective_students/admissions/ug/app_proc/app_proc.htm</a>		
<b>Nursing</b>	Deadline February 1	(Common App)
<a href="http://nursing.umich.edu/admissions/application-information">http://nursing.umich.edu/admissions/application-information</a>		
<b>College of Pharmacy</b>	Deadline December 1	(Common App)
<a href="https://pharmacy.umich.edu/prospective-students/admissions">https://pharmacy.umich.edu/prospective-students/admissions</a>		

The schools listed below have their own application and do not use the *Common Application*. Please apply directly through their website.

**School of Information**

Deadline February 1

<https://www.si.umich.edu/programs/bachelor-science-information/how-apply/transfer-students>

**Gerald R. Ford School of Public Policy** – Deadline February 1

<http://www.fordschool.umich.edu/ba/admissions/index.php>

**Ross School of Business**

Deadline March 31

<https://michiganross.umich.edu/programs/bba/application-requirements/transfer>

**7. Financial Aid – by March 1st**

Even if you are using your VA benefits to pay for your education, we highly encourage you to apply for and fill out all financial aid paperwork. Federal aid is not connected with your VA benefits and can be used for other college expenses beyond tuition.

First, start here: <http://www.finaid.umich.edu/Home/HowtoApplyforAid/NewProspectiveUndergraduates.aspx>

Also, look at Financial Aid’s Military & Veteran Student specific page:

<http://www.finaid.umich.edu/Home/HowtoApplyforAid/MilitaryVeteransStudentsonActiveDuty.aspx>

- Fill out the Free Application for Federal Student Aid (FAFSA)  
<http://www.fafsa.ed.gov/>
- Fill out the financial aid profile (**U-M CSS Code is 1839**)  
<http://student.collegeboard.org/css-financial-aid-profile>
- Once admitted go to my scholarship profile to ensure you apply for all scholarships you are eligible for.  
<http://finaid.umich.edu/award-notification/>
- Contact your academic unit’s financial aid office for specific scholarships by academic unit:  
<http://www.finaid.umich.edu/Home/TypesofAid/ScholarshipsGrants/TypesofScholarships.aspx#dept>
- Transfer Student Scholarships (including a Child Care Subsidy program)  
<http://www.finaid.umich.edu/Home/HowtoApplyforAid/TransferStudents.aspx>
- Look for Private Military Scholarships: <http://vets.umich.edu/paying-for-college/scholarships/>
- State of Michigan National Guard Tuition Assistance Program

[http://www.michigan.gov/dmva/0,4569,7-126-2360\\_68898---,00.html](http://www.michigan.gov/dmva/0,4569,7-126-2360_68898---,00.html)

- State of Michigan scholarships  
<http://www.michigan.gov/mistudentaid/>
- Private Scholarships:  
<http://www.finaid.umich.edu/Home/TypesofAid/ScholarshipsandGrants/PrivateScholarships.aspx>

## 8. **Admissions Decision**

Hopefully you receive an invitation to become a student at the University of Michigan, Ann Arbor!

**If you do not** – please call admissions office or your targeted school or college to find out how to improve your admissions candidacy - **many students who are currently at the University had to apply more than once.**

Many students who were initially not accepted just need either more college work at a community college or other institution or need to improve their GPA. - **Please contact us so we can talk to you about this.**

**If you were accepted, please continue reading.**

## 9. **Pay your enrollment deposit – by May 1<sup>st</sup>**

**In order to secure your place at the University of Michigan, you must pay your \$300 enrollment deposit.**

Go to: <http://www.admissions.umich.edu/enrollment-deposit> for detailed instructions on how to pay

If you cannot pay your enrollment deposit you may apply for a waiver here:

[https://umich.custhelp.com/app/answers/detail/a\\_id/46/kw/enrollment%20deposit%20waiver](https://umich.custhelp.com/app/answers/detail/a_id/46/kw/enrollment%20deposit%20waiver) however you will then have to pay it when tuition is due.

Note: Your enrollment deposit is part of your tuition and will be refunded to you if you are using your Post 9/11 GI Bill.

## 10. **Get your Uniqname and U-M email address**

Once you have paid your enrollment deposit you will receive an e-mail with instructions on how to set up your unickname and your unickname@umich.edu e-mail address. You should immediately start to regularly check that e-mail address for all your campus messages.

Unickname website: <http://www.itcs.umich.edu/unickname/>

## 11. **Look at your housing options**

You will get instructions on how to access your University Housing application when your enrollment deposit has been paid or waived.

While there is no requirement to live on-campus, many of our students enjoy the convenience of being close to campus, close to their classes and close to all the excitement that is U-M. A couple of options are undergraduate housing on central or north campus and Northwood Community Apartments where families are also welcomed.

For Undergraduate Housing: <http://www.housing.umich.edu/applications/transfers>

For Family and Graduate Housing: [http://www.housing.umich.edu/billing/grad\\_family](http://www.housing.umich.edu/billing/grad_family)

You may also find recommended off-campus housing here: <https://offcampushousing.umich.edu/>

## **12. Transfer Orientation**

Transfer Orientation is required. Sign up online for Orientation using Wolverine Access. (Under the “Students” heading, select “Undergraduate Orientation”. You'll need to sign in with your unqiqname and password.)

Wolverine Access: <https://wolverineaccess.umich.edu/>

## **13. Emergency Contact Information**

Enter your emergency contact information and sign up to receive U-M emergency alerts using the “Student Business” section of Wolverine Access.

Wolverine Access: <https://wolverineaccess.umich.edu/>

## **14. Apply for VA Educational Benefits**

Go to: <http://vets.umich.edu/paying-for-college/veteran-benefits/> to learn how to use your V.A. Educational Benefits at U-M. If you are using Chapter 33 benefits we will need a Certificate of Eligibility and a Veteran Certification Request form ([http://vets.umich.edu/wp-content/uploads/2015/09/VeteransCertificationRequestform071409\\_000.pdf](http://vets.umich.edu/wp-content/uploads/2015/09/VeteransCertificationRequestform071409_000.pdf)) AFTER you register for classes. For those transferring your benefits from another institution, you will also need to complete a “Change of Program or Place of Training Form” 22-1995 or Form 22-5495 for dependents of a veteran (bring this form to the Office of the Registrar - you do not have to send it to the VA).

If you need assistance please do not hesitate to contact the Veteran and Military Service Program

Philip Larson  
Program Director, Veteran and Military Services  
1100 LSA Building  
500 South State Street  
Ann Arbor, MI 48109  
734-764-6413  
[pnlarson@umich.edu](mailto:pnlarson@umich.edu)

or visit our website:

[vets.umich.edu](http://vets.umich.edu)