

Transfer Application Checklist

- ☐ Review the information on the [Transfer Students Webpage](#)
- ☐ Use the [Determining Course Equivalency](#) section to find out the best way to to **identify equivalent courses** at your current institution and the University of Washington. Then, make a plan to **complete all Allen School prerequisite courses** *before* the Allen School Departmental Supplemental Application deadline (January 15 for Spring; April 5 for Autumn)
- ☐ **Apply to the UW - Seattle** using the UW Transfer Application (by December 15 for Spring or February 15 for Autumn) and list CS or CE as your first choice major. Learn about [how to apply to the UW](#) as a transfer student here. You are not done applying, the Allen School requires a departmental application
- ☐ Begin reviewing the departmental application [essay prompt](#) (always available); please note that the rubric is closely based on the prompt so you should plan to *answer all questions* and *follow the formatting guidelines*. Check to make sure you included relevant information from your UW application in your departmental application. The Allen School *does not* have access to your UW application when reviewing the departmental application
- ☐ Create a list of all post high-school employment, research, volunteer work, extracurricular activities and clubs that you've been involved in since high school; you will put these in the **activities section** of your departmental application
- ☐ **Complete and submit your departmental application.** Please note that the application is only open for about 2 weeks so you should plan to prepare in advance. If you will have additional comments not included elsewhere, you may add them to the "Additional Comments" section of the departmental application. This application requires unofficial copies of your transcripts from all higher education institutions that you attended *including grades from your most recent quarter*
- ☐ **Wait for your admission decisions** from the Allen School and the UW! Ensure that you are checking the email address that you provided on your application in case we need to contact you!

