

TRANSFER APPLICATION CHECKLIST

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| <input type="checkbox"/> 1. Application Form | |
| <input type="checkbox"/> Part 1 | Part 1 of the Application should be mailed as soon as you have decided to apply to Macalester. Upon receipt of this form, we will establish a file for you and the rest of your application credentials. |
| <input type="checkbox"/> Part 2 | Part 2 must be completed and postmarked by the appropriate deadline. Be certain to make a copy for your records. |
| <input type="checkbox"/> 2. Application Fee | Enclose the U.S. \$40 non-refundable application fee (or a fee-waiver request from your Dean of Students) with your application. Checks or international money orders should be made payable to Macalester College. The application fee may also be paid online at: www.macalester.edu/admissions/applying/applications . In cases of financial hardship, this fee may be waived. Requests for fee waivers must be signed by a school official and explain why a fee waiver would be appropriate. |
| <input type="checkbox"/> 3. Essays | Submit your essays with the application form; print your name on each page. |
| <input type="checkbox"/> 4. Athletic and Arts Supplements | Complete and return the Athletic Participation Supplement or the Visual/Performing Arts Supplement if these areas are important to you. Return the athletic supplement only if you plan to participate in intercollegiate sports in college. |
| <input type="checkbox"/> 5. School Report (High School Counselor or Head of School Evaluation) | Fill in the top portion of this form and give it to the counselor or headmaster (at the high school from which you graduated) to complete and mail to Macalester. Be sure to give your school official ample time to complete the form prior to your application deadline. Your application cannot be reviewed until this form is received. |
| <input type="checkbox"/> 6. College Report (Dean of Students Evaluation) | Students attending schools in the United States must fill in the top portion of this form and give it to the Dean of Students at their current or most recent college to complete and mail to Macalester. The College Report form may be obtained upon request from the Office of Admissions or printed from our Web site at www.macalester.edu . |
| <input type="checkbox"/> 7. University Transcript | You must have an official transcript of all college-level coursework sent to Macalester. A transcript issued to the student is <i>not</i> considered official. You must have transcripts sent from all colleges you have attended. |
| <input type="checkbox"/> 8. Secondary School Transcript | Request that your secondary school send Macalester an official final transcript of your classes and grades including standardized exam results (A/O Levels, ICSE, Abitur, Baccalaureate, IB, etc.). If you attended more than one high school, check to make sure all years are included on the most recent transcript (or have a separate transcript sent from each school). |
| <input type="checkbox"/> 9. Faculty Recommendations | Complete the top portion of both Teacher Recommendation forms and ask two professors to complete them and send them to Macalester. If you have been out of college for more than one academic year and have difficulty obtaining an academic recommendation, contact the Director of Transfer Admissions at Macalester to explain your situation. |
| <input type="checkbox"/> 10. Admission Tests | You must request that scores from either the Scholastic Assessment Test (SAT I) or the American College Test (ACT) be sent to Macalester College. Results from SAT II subject tests are not required, but will be considered if submitted. Macalester's identification codes are: SAT (6390) and ACT (2122). Students whose native language is not English must also submit the results of the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). |
| <input type="checkbox"/> 11. Financial Aid Forms | International transfer applicants who apply for financial aid must complete the International Student Financial Aid Application and the International Student Certification of Finances. Return these forms to the Admissions Office by January 15. Applicants must complete all items on the form, provide all documentation required and sign the application before they can be considered for financial aid. |
| <input type="checkbox"/> 12. Common Application | If you are using the Common Application, you must complete the Macalester Common Application Supplement. |