

Transfer Timeline
Fall (December) Graduates

Timeline may not apply to all students and can be modified to meet individual needs.

September

- Apply for general admission to university via <https://goapplytexas.org/>.
- Order official LC transcript via PASPort. To order an official LC transcript on PASPort, refer to our instructional video via the following link: [How to Order Official LC Transcript Online](#).
- Review your e-mail daily to check for any updates or instructions from the university. Act quickly and follow-up with any instructions or information given.

October

- Renew FAFSA and add university as your school. Make sure to use the correct Income Tax Return and W2 Forms.
- Apply for graduation at LC via <https://www.laredo.edu/cms/applyforgraduation/> by or before November 1.
- Continue to review your e-mail daily and follow up with any updates and/or instructions you receive from the university.

November

- Continue to communicate with the university and follow up with any updates and/or instructions given, especially regarding transfer orientation and registration for the spring semester.
- Attend transfer orientation and/or meet with advisor and register for your spring courses (if possible).
- Make sure to inquire about payment deadline and bookstore purchases.

December

- Graduate at LC. Commencement ceremony is not held in December, but you may participate in ceremony held the following May if you wish.
- Request your final official LC transcript via your PASPort account. You can ask LC to send document to your university via mail, or you can collect transcript in person at the Office of the Registrar and Admissions and submit in person to your university (if permissible).