GUIDE TO TRANSFER ADMISSION

Fairfield University welcomes transfer students from other accredited colleges and universities. Transfer students are admitted for both the fall and spring terms.

The following is intended to guide you through the transfer application process. For more information, visit www.fairfield.edu/transfer or email transferadmis@fairfield.edu.

At least 60 credits must be completed at Fairfield University before a bachelor’s degree is awarded.

Please note that we do not currently accept transfer students to our School of Nursing. If you are interested in our RN-BSN or Second Degree Nursing programs, please contact Graduate Admission at gradadmis@fairfield.edu.

THE APPLICATION PROCESS

The following are needed to complete the transfer application. The deadlines are May 1 (fall semester) and November 15 (spring semester):

• Common Application for Transfer Students
• Application Fee
• Personal statement/essay addressing why you are seeking transfer
• Official high school transcript (Fairfield does not accept GEDs)
• Official college transcript from all universities attended (whether or not credit was earned)
• Mid-term Grade Progress Report
• Dean of Students Certification Form
• Course catalog/descriptions of all classes taken
• Standardized test scores*

* Fairfield University has a test-optional policy for domestic students. International students and students who were home schooled must submit test scores.

If you are missing portions of the application materials, you may print them at: www.fairfield.edu/transfer.

WHEN CAN I VISIT?

The Office of Undergraduate Admission offers regularly scheduled campus visits during certain times of the year. Check our campus visit web page www.fairfield.edu/visit or call (203) 254-4100 for further information.
FREQUENTLY ASKED QUESTIONS

How long will it take me to graduate?
This will be determined by how many credits we formally approve and which degree program you wish to pursue.

Is preference given to applicants who apply for a particular semester?
No. Transfer students are accepted for both the fall and spring terms.

Is there an advantage to applying early?
Although the application deadlines are not until May 1 and November 15, it is helpful to have your application materials in earlier so the Admission Office may notify you of any missing components.

What should I do if I have previously applied?
If you are reconsidering Fairfield University after having previously submitted an application for freshman or transfer admission, you will need to apply as a new transfer student. Fairfield will waive the application fee if you have previously applied.

What if I cannot submit all of my application materials by the deadline?
Only the Common Application and personal statement must be filed with the Admission Office by the published deadline. If there are outstanding application components, the Office of Undergraduate Admission will notify you by email.

How long will it take to learn of a decision?
Review of applications begins in April for fall semester matriculation and in mid-November for spring semester matriculation. Decisions are usually made three to four weeks after an application is complete.

What should my essay/personal statement be about?
Your personal statement should be about any current academic and/or work activities and your reasons for transferring to Fairfield University. If you are not currently taking courses or are on a break from school, please let us know. You are not required to respond to the Common Application questions.

Does my high school have to send another secondary school report form?
No. While the secondary school report form may be included in your Common Application, it is not required. We only request that you submit an official final high school transcript, indicating your graduation date.

What kind of recommendations should I include?
The only recommendation needed is the Dean of Students Certification Form to be completed by your dean of students. You may, however, send written recommendations from sources who may have something valuable to say about your character or academic performance.

What are the mid-term grades used for?
A Mid-term Grade Progress Report form may be downloaded from our website and is used to evaluate your current semester’s progress. If mid-term grades are not received, we may withhold a decision on the application until we have official record of your entire academic history. In every case, an official final semester transcript is required before enrolling in classes at Fairfield University.

How many credits will you accept? How will I find this out?
Providing copies of course descriptions and syllabi with your application assists us in reviewing your credits for transfer. We make every effort to transfer any credits that appropriately fit the curricula offered by Fairfield University. Students receive a preliminary credit evaluation at the time they are admitted and will finalize these credits with an academic dean at the time of enrollment. Only courses with a grade of “C” or better will qualify for transfer credit.

What if you do not accept all of my credits?
You have the opportunity to catch up on your studies through summer programs offered at Fairfield University or by taking a heavier course load during the academic year.

How do I apply for financial aid? Is there any financial aid available?
All students are encouraged to apply for financial aid. Generally, institutional grant money is limited but available for those who qualify. If you plan on applying for financial aid, you must submit both the FAFSA and CSS Profile Form to their respective processing agencies by May 1 for fall enrollment and November 15 for spring enrollment. It is the student’s responsibility to make sure both forms are received by Fairfield University.

The FAFSA website is www.fafsa.gov and Fairfield University’s school code is 001385. The CSS Profile site is www.collegeboard.com and Fairfield University’s school code is 3390.

If I am admitted, what steps do I take to enroll?
You will receive enrollment information at the time you are admitted. After submitting a deposit, admitted students meet with the Office of Academic Support & Retention to discuss the final transfer of credits and the registration process for the upcoming semester.

Is there an orientation?
Yes. As a transfer student, you are offered a one-day orientation. This provides an opportunity for you to meet many of our staff and other students, and to familiarize yourself with campus resources. Information about orientation follows the admission notification.

Do you offer housing to transfer students?
For the past several years, we have been able to house all transfer students interested in living on campus. While Fairfield University cannot guarantee on-campus living arrangements for transfer students, we will accept housing requests and make every effort to accommodate students on campus.