



# STEPS TO TRANSFER

- **Participate in an Orientation class.**  
Enroll in COUN 200A and 200B – *Orientation to College*, each class is 0.5 unit.
- **Learn how to be a successful college student.**  
Enroll in one or more of the following:
  - COUN 224 – *College Preparedness* (3 units) for students in basic skills
  - COUN 24 – *College Success*, a transfer-level 3 unit course
- **Choose a counselor and meet with him/her regularly.**  
If you are a DSPS, EOPS, or CalWORKS student see your counselor in that program. Otherwise, you can see a general counselor by going to the Counseling Office in Counseling Portable 1 or calling (510) 464-3152.
- **Learn about the requirements for transfer.**
  - Enroll in COUN 221- *Preparing for College/University Transfer*, a one-unit course
  - Sign up to attend a “Steps to Transfer” workshop in the Transfer Center
  - Meet regularly with your counselor
- **Choose a major or career path.**  
Participate in one or more of the following:
  - COUN 207– *Career Exploration*, a 3 unit course for students in basic skills
  - COUN 57 – *Career & Life Planning*, a transfer-level 3 unit course
  - Sign up for the “Exploring Careers” workshop in the Transfer Center
  - Make an appointment to meet with your counselor to discuss major and career options
- **Complete transfer-level English and Math courses early.**
- **Choose some target universities.**  
Research colleges and universities online and visit the Transfer Center to view university catalogs and handbooks.
- **Create an educational plan.**  
Make an appointment to meet with your counselor.
- **Meet with university representatives who visit Laney College.**  
Check with the Transfer Center for a schedule of visiting university representatives or check the schedule online at the Transfer Center website: <http://www.laney.edu/wp/transfer/>
- **Attend Transfer Center workshops and events.**  
Check with the Transfer Center for a schedule of workshops and events or check the schedule online at the Transfer Center website.
- **Visit university campuses.**
- **Learn about the application process.**  
Attend an application workshop in the Transfer Center and view the video tutorials on the Transfer Center website.