



STEPS TO TRANSFER TO ARIZONA WESTERN COLLEGE

We are pleased that you have chosen to transfer to AWC. These steps will help guide you through the process.

1

Get Admitted

Apply for **admission**. Once admitted, students should schedule an appointment with an Academic Advisor and will need to register for classes before the evaluation process can be started.

<https://www.azwestern.edu/admissions>

2

Request an Evaluation

Submit an Online Request for *Evaluation/Re-evaluation of Credits*.

<https://www.azwestern.edu/transfer>

3

Transcripts

Request official transcripts from all prior institutions.

Arizona Western College
Transfer Services Office
PO Box 929
Yuma, AZ 85366-0929

Electronic official transcripts may be sent to

Transfer.Services@azwestern.edu

4

Request for 6 (minimum) AWC Credit Hours

Students must be enrolled or have completed at least 6 AWC credit hours before an official evaluation of transfer credit can be started.

5

Activate Student Accounts

All communication regarding the evaluation of transfer credit will be through the official student email.

* [Visit azwestern.edu/transfer](https://www.azwestern.edu/transfer) for more details.

International Students Transferring to AWC

If you are an International student who needs to start the process of becoming an AWC student, visit

<https://www.azwestern.edu/international>

International students are required to obtain a translated course-by-course evaluation of credits and also provide a course syllabus or course description in English for each class. Visit the department website for more information.

*Once all steps listed above have been completed by the student, the process of evaluating transcripts may take up to five weeks