

Dear CollegeNow student:

Thank you for enrolling in concurrent enrollment courses through the CollegeNow program of Tompkins Cortland Community College (TC3). These courses allowed you to earn college credits *at no cost* to your family. By participating in CollegeNow, you not only reap academic and financial advantages, but also strengthen your college applications and develop tools for college success. Learn more CollegeNow resources, including the option to take **online courses**, by visiting our website at [www.tompkinscortland.edu/collegenow](http://www.tompkinscortland.edu/collegenow).

**Did you know your credits can be used toward a degree at TC3?** In addition to saving you on tuition, degree completion at TC3 may shorten the overall time needed to complete your bachelor's degree, accelerating the start of your career or graduate program. Often, four-year colleges accept more transfer credits from students who have an Associate's degree. While such academic and financial advantages matter, a full college experience is more than that. TC3 offers it all, from modern apartment-style residence halls to study abroad and honors programs to nationally recognized athletics. When you need help along the way, our dedicated student services staff will support you with professional tutoring, career exploration, and transfer counseling. Learn more about the benefits of completing your TC3 degree on the CollegeNow website, where you can also apply to the college for free.

While we hope you choose to pursue your degree at TC3, rest assured that the credits you've earned through CollegeNow can be transferred to most public and private colleges around the nation. Unofficial transcripts may be used for applications, but an *official* transcript is needed for transferring credits. Please refer to the guidelines below and on our website (click **Transferring Your Credits** on [www.tompkinscortland.edu/collegenow](http://www.tompkinscortland.edu/collegenow)).

How to transfer TC3 credits:

- You may send a copy of an *unofficial* transcript with your college applications, printable for free from myTC3 (after logging in, click myInfo, then Grades, then Unofficial Transcript).
- After accepting an admission offer, review your college's process for transfer credit evaluation. **Request that TC3 send an official transcript to your college** (within myTC3, under myInfo); your high school and parents cannot do this for you. If your high school term hasn't ended, within the request, select to hold the transcript until grades are posted. Audited courses have a grade of "X". A small fee is charged per official transcript.
- Because it takes time for transfer evaluation to be finalized, bring a copy of your TC3 transcript to your first advising appointment. Your college advisor may be able to use this to enroll you in advanced courses.
- If CE credits are not accepted, ask about other ways to obtain exemption or advanced standing. Some colleges will only accept credits earned in courses that are *not* required for high school graduation or administer tests to determine proficiency; some will only accept college credits earned in online or campus courses.
- We recommend that you save course materials from your CE courses in case they are needed for transfer evaluation. If the college needs a course description or outline, or if you need more information, please contact the CollegeNow office at 607.844.8222, extension 4396, or via e-mail at [collegenow@tompkinscortland.edu](mailto:collegenow@tompkinscortland.edu).

**Don't forget about us!** CollegeNow will contact you via mail and email one year after your high school graduation, and again four years after high school, for an alumni survey about the value of your CollegeNow experience. We appreciate your help in ensuring that our program meets the needs of future generations of students.

Again, thank you for joining the TC3 community. As you continue your educational journey, you are better prepared due to CollegeNow; furthermore, it's likely that you'll save on tuition or have more flexibility and options to enrich your experience at your chosen college too. Remember, you may contact your counselor or our office for help transferring credits or signing up for TC3 courses on our campus or online. *Good luck in your future endeavors!*

Sincerely,



Director, CollegeNow