

## College of Engineering Articulation Agreement Planning Sheet

It is the responsibility of the student involved in this agreement to ensure that agreement requirements as defined in the articulation agreement are satisfied upon entry to Tech.

1. Meet with community college personnel (director of Engineering program, counselors) to determine the correct associate's path to pursue to qualify for the agreement.
2. Provide transcripts to the community college from other institutions you have attended.
3. Communicate with Coordinator of Academic Support Services in the College of Engineering, Ms. Christi Boone (chboone2@vt.edu), to begin discussing intended major at Tech and applicable electives at the associate's level.
4. Meet minimum grade requirements (3.0 overall), and earn a transferable engineering degree (A.S., or A.A.& S.).
5. Submit Virginia Tech online application by February 15 (in the year prior the summer or fall term in which you wish to enroll). Submission of all college transcripts is required.
6. Complete associates degree and have final transcript (with award of degree indicated) sent to Virginia Tech.
7. Follow all instructions set forth by Virginia Tech's Undergraduate Admissions office as letter of acceptance and additional instructions pertaining to enrollment are sent.
8. Attend TRANSITIONS (orientation program) for transfer students the summer prior to enrolling at Tech.
9. Become familiar with financial aid and tuition payment deadlines and processes.