

Application for Inter-Campus Transfer for the 2019-2020 Academic Year

STUDENT NAME

ID#

CURRENT YEAR (FRESHMAN, SOPHOMORE, JUNIOR)

DATE OF BIRTH

MY ADDRESS WHEN I AM NOT AT ST. JOHN'S IS: *All email communications will be sent to your SJC address*

PHONE

I request approval for inter-campus transfer at the beginning of the next academic year for the following reason(s):

Current Campus: Annapolis Santa Fe

Transfer Campus: Annapolis Santa Fe

At this time, I plan to transfer back to my home campus after one year. Yes No

I need St. John's College grant assistance: Yes No

Students transferring to Santa Fe campus are required to live on campus. In Annapolis, on-campus housing cannot be guaranteed.

St. John's College is conceived as a single college existing on two campuses. A principal feature of this structure is the opportunity for students to study the program and experience life on both campuses. Any student in good academic standing may apply for transfer to the alternate campus for the upcoming academic year. Because enrollment, staffing, and housing on the campuses can be disrupted by a great imbalance in the numbers of students going each way, the number of transfer students may be limited. Students wishing to transfer between the campuses must follow the protocol described below:

A. The deadline on both campuses for submitting the Application for Inter-Campus Transfer is **Monday, February 18, 2019**, the third Monday in February. **No late applications, i.e., submitted after 4:30 p.m. on February 18, 2019, will be accepted.** The application, accompanied by the \$500 advance deposit, is submitted to the Registrar of the campus currently attended. The application is subject to approval by the Dean and Assistant Dean on both campuses. After the application deadline (February 18, 2019) the \$500 advance deposit is neither refundable nor transferable. If the application is not approved, however, the \$500 advance deposit is transferable for the upcoming year only. An advance deposit will not be rolled forward to a future year. Once a transfer application has been approved by both campuses and a student changes his or her mind about transferring, a space on the home campus cannot be guaranteed, availability for financial aid may be limited, and the student would pay an additional advance deposit of \$500 to the home campus.

B. A transfer applicant who requires St. John's grant assistance must complete and file all paperwork for the Renewal FAFSA or CSS Profile (international students only) by March 1. The FAFSA must be sent to both campuses. The school codes for the FAFSA are **Annapolis 002092 and Santa Fe 002093**; school codes for the CSS application are **5598 for Annapolis and 4737 for Santa Fe. Approved transfer applicants receive only one award—from the campus to which they plan to transfer. If a transfer applicant fails to have all financial aid paperwork complete by the March 1 deadline and in accordance with the above instructions, the transfer application will be voided.**

C. On Thursday, February 21, 2019, each applicant (including readmit and transfer applicants) on the campus with the greater number of students wishing to transfer will be assigned by lottery a ranking number within one of the following categories:

- First Priority: Students who have transferred for just one year, alternating between rising seniors and rising juniors.
- Second Priority: Rising Seniors.
- Third Priority: Students who were unable to transfer the previous year because of low priority.
- Fourth Priority: All remaining applicants alternating between rising juniors and rising sophomores.

D. Applications will be approved in the order of their ranking, subject to the needs of the college as determined by the deans and presidents of the college.

Approval of a transfer application is always understood to be contingent upon the successful completion of the work of the second semester. Students should not assume that their work is satisfactory for purposes of transfer merely because the Don Rag Committee at the end of the second semester indicates that they may continue into the next year. A student will not be allowed to transfer unless all financial obligations to the home campus have been met by May 1. Mid-year transfer between campuses is not allowed unless under extraordinary circumstances. Rising seniors transferring to the other campus are expected to participate in the commencement exercises on that campus.

STUDENT SIGNATURE

DATE

Please return this form to the Registrar with the \$500 advance deposit no later than Monday, February 18, 2019.

Registrar: Algebra Test Passed Not Passed

Financial Aid: Currently receiving St. John's College grant assistance: Yes No

Home Campus: _____

Assistant Dean: Transfer Approved Transfer Not Approved

REMARKS:

SIGNATURE

DATE

Dean: Transfer Approved Transfer Not Approved

REMARKS:

SIGNATURE

DATE

Transfer Campus: _____

Assistant Dean: Transfer Approved Transfer Not Approved

REMARKS:

SIGNATURE

DATE

Dean: Transfer Approved Transfer Not Approved

REMARKS:

SIGNATURE

DATE