

STEP-BY-STEP INSTRUCTIONS TO APPLY AS A

TRANSFER STUDENT

HOW TO APPLY:

1. Check out our programs & majors online: lourdes.edu/majors
2. Schedule a weekday personalized visit to tour campus and meet with an Admissions Counselor: lourdes.edu/visit
3. Apply for Undergraduate Admission: lourdes.edu/apply (choose "Lourdes Online Application" and "Create an Account" to get started!)
4. Send your **official transcripts** to:
Lourdes University
Undergraduate Admissions
Russell J. Ebeid Hall
6832 Convent Blvd
Sylvania, OH 43560
All transcripts from previously attended institutions must be sent.
5. Add Lourdes University to your FAFSA – our school code is 003069: Visit fafsa.edu.gov and click "Add a school."
6. Wait for your official decision notification. We will send your official decision letter to the permanent address listed on your application AND an email to the address listed on your application.

Did you receive an ACCEPTANCE notification? If so, proceed with the following instructions:

7. Review your Financial Aid Package and accept or deny your awards. If you have specific questions about Financial Aid, you can reach the Financial Aid Office directly here: 419-824-3732
8. Pay your \$100 Enrollment Deposit. You have three options:
 - Pay your deposit online: Lourdes.edu < Admissions < Undergraduate Admissions < Pay Your Enrollment Deposit
 - Send a check **made out to Lourdes University** to: Student Accounts, Lourdes University, 6832 Convent Blvd Sylvania, OH 43560
 - Call Student Accounts to pay over the phone: 419-824-3695
9. Meet with Advising to design your plan of study and register for classes (*Important: As a new transfer student, you **must** meet with an Academic Advisor to schedule your classes) Please call 419-824-3881 to schedule an advising appointment.
10. Are you interested in living on campus? Check out our apartment-style residence halls and fill out a Housing Application! lourdes.edu/housing

FOR MORE INFORMATION:

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Transfer Specialist
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