



## Transfer Contract Checklist and Worksheet

For Students in the University Liberal Arts Transfer Programs at  
MATC–Madison, MATC–Milwaukee, and Nicolet College

This checklist and worksheet is for you to complete throughout your enrollment at your two-year college to help you ensure that you complete the requirements of the Transfer Contract with UW–Madison. Keep the checklist for your records. You do not need to submit it to UW–Madison.

1. Enroll as a first-year college student in the transfer program at your college beginning fall 2006 or later.

High school graduation (month/year) \_\_\_\_\_

First-year college student enrollment (term/year) \_\_\_\_\_

2. Submit Declaration of Intent to Participate prior to completing 30 credits at your college.

Date submitted Declaration of Intent to Participate \_\_\_\_\_

Number of credits completed upon submission \_\_\_\_\_

3. Meet regularly with academic advisor/counselor at your college.

Term / Year	Date	Advisor Name

*(continue on separate page if more space is needed)*

4. Complete 54 credits in the university liberal arts transfer program at your college. (Note: Remedial, technical, and vocational courses do not satisfy this requirement.)

Term / Year	# of Credits per Term	Cumulative # of Credits for all Terms

*(continue on separate page if more space is needed)*

5. Earn a 3.0 cumulative GPA on courses in the transfer program, including repeated courses.

Term / Year	Term GPA	Cumulative GPA for all Terms

*(continue on separate page if more space is needed)*

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❑ 6. Meet minimum requirements for admission to UW–Madison:

Algebra (one year high school)	_____	(course title / term / year)
Plane geometry (one year high school, college-track)	_____	(course title / term / year)
College preparatory math (one year high school or one college-level course)	_____	(course title / term / year)
Single foreign language (two high school years or two college semesters)	_____	(course titles / terms / years)

❑ 7. Meet UW–Madison curricular requirements. See *Transfer Contract Curricular Requirements* for a list of courses at your college that satisfy these requirements.

Communication Part A (3 credits)	_____	(course title / term / year / credits)
Quantitative Reasoning Part A (3 credits)	_____	(course title / term / year / credits)
Quantitative Reasoning Part B (3 credits)	_____	(course title / term / year / credits)
Literature (3 credits)	_____	(course title / term / year / credits)
Humanities (3 credits)	_____	(course title / term / year / credits)
Social Studies (3 credits)	_____	(course title / term / year / credits)
Physical Science (3 credits)	_____	(course title / term / year / credits)
Biological Science (3 credits)	_____	(course title / term / year / credits)
Ethnic Studies (3 credits)	_____	(course title / term / year / credits)

❑ 8. Complete the Transfer Contract requirements within five academic years from the time of enrollment as a first-year college student.

❑ 9. Apply online for transfer admission to UW–Madison ([apply.wisconsin.edu](http://apply.wisconsin.edu)). Application deadlines: February 1 for fall/summer terms and October 1 for spring term.

Term of application	(term/year) _____
Date submitted application	(day/month/year) _____



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