

# Metropolitan College

## MC JCTC TRANSFER TO MC UofL CHECKLIST

Current MC students attending JCTC who are interested in transferring to UofL and maintaining MC benefits as an MC UofL participant.

Scan for Online  
Checklist →



The Metropolitan College (MC) benefit applies only to part-time UPS employees who are actively working as Next Day Air, part-time hub, ramp, and freight employees in the Louisville Air District (2265) and whose shifts start between 9:00 p.m. and 4:00 a.m.

## COMPLETE THE FOLLOWING | Before You Apply to UofL

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- **Verify You Meet the Eligibility Requirements to Access MC Benefits at UofL**
  - To utilize MC benefits at UofL, you must meet one of the following criteria:
    - Completed 60 transferable college credit hours or have earned an associate degree.
    - Cumulative 3.0 HS GPA/ or greater AND a 21 ACT/1060 SAT composite or Superscore.
    - Cumulative 3.3 high school GPA, no ACT/SAT test score submitted to UofL
  - If you do not meet the eligibility requirements, contact your designated Student Development Counselor on your [MyMC Page](#) for further details.
  - If you are currently enrolled and will have either 60 transferable credit hours or an associate degree at the end of the semester, contact a Student Development Counselor to determine next steps to prevent a possible delay in accessing deferment benefits at UofL.

## COMPLETE THE FOLLOWING | After You Verify MC UofL Eligibility

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- **Meet with an ULtra Advisor to Navigate the Transfer Process**
  - ULtra advisors are available to meet with JCTC students to help with the UofL Transfer application process, determine the best time to apply, and to give information on what to expect after applying.
  - Visit the [ULtra website](#) to review the transfer checklist and to schedule an appointment with an ULtra Advisor.
  - As a JCTC student, you may qualify for the [KCTCS Academic Transfer Scholarship](#). Contact ULtra for more details.
- **Apply to UofL**
  - Complete the [UofL Transfer Application](#) on your own or contact ULtra to help you.
  - Be prepared to pay the \$25 application fee.
- **Request Your Official Transcript from JCTC and Any Other Institution Be Sent to UofL**
  - To request your JCTC Transcript, watch the [How to Order Your Transcript Video](#) or contact the Records Office at [jf-records-office@kctcs.edu](mailto:jf-records-office@kctcs.edu)
  - Past due balances at JCTC will prevent your transcript being sent to UofL, delaying your transfer process.
    - Contact your assigned Student Development Counselor through your My MC page, for information on our High5 MC Gap Loan.

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- **Confirm your Current Year FAFSA is at UofL and Complete All Checklist Items**
  - Check your current year FAFSA to see if the UofL school code (001999) is included.
    - Go to [fafsa.gov](https://fafsa.gov) or the myStudentAid app and log in with your FSA ID.
    - View the Student Aid Report (SAR) and review the school(s) selected.
    - If UofL is not listed, from the My FAFSA page, select “Make FAFSA Corrections”.
    - Navigate to the School Selection page, add the UofL school code, and submit.
    - Before you log out, view the Confirmation Page to ensure the corrections were sent.
    - Corrections to the FAFSA can take 1-3 business days to complete.
  - If UofL is included, go to ULink, select Financial Aid, select the current academic year, and view any checklist items that you need to complete.
  - Until all checklist items and your financial aid file is complete, you will not be able to sign your MC student agreement.
  - Contact your designated Student Development Counselor on your MyMC Page or the UofL Student Financial Aid Office for assistance.

## COMPLETE THE FOLLOWING | Once Accepted to UofL

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- **Get Advised and Register for Classes**
  - [UofL Advising Link](#)
- **Develop a Plan to Pay Tuition & Fees**
  - As an MC Transfer student, your tuition payment options are as follows:
    - If you plan to transfer BEFORE the semester tuition deadline and all MC checklist items are completed, you must sign an MC student agreement & pay fees\* and/or any uncovered tuition costs before the tuition deadline.
    - If you plan to transfer AFTER the semester tuition deadline, you must pay your tuition bill by the semester tuition deadline and sign an MC agreement by the MC Student Agreement Semester deadline (Spring 3/15, Summer 8/1, Fall 10/15) to be eligible for reimbursement. You typically have two payment options:
      - Pay your tuition, fees, and uncovered costs in full, or
      - Contact your school to determine if you are eligible for a payment plan.

*\*Fees not covered by MC include, but are not limited to housing, student rec fee, meal plan, health fee, course or lab fees, distance learning, book charges, parking, etc.*
- **Schedule an Appointment to Sign Your MC Student Agreement**
  - Upon completion of the above checklist items visit your [MyMC Page](#) and click “Schedule an Office Visit” to sign your MC agreement with a Student Development Counselor.

## QUESTIONS?

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Contact your Student Development Counselor (SDC)  
by visiting your [MyMC Page](#).

UofL | 502-852-2749  
JCTC | 502-213-4529

Contact ULtra [ultra@louisville.edu](mailto:ultra@louisville.edu)