



Transferology Import Courses

Process to Import Courses from Minnesota State Schools Attended:

Go to Transferology at www.transferology.com. Login to your Transferology account. Select “Courses” from the top menu bar. Select the State and School where you have taken courses. Click the “Import your courses” button.

The screenshot shows the Transferology web interface. At the top, there is a navigation bar with the Transferology logo and several menu items: '+ Courses (0)', '% Matches (0)', '★ Favorites (2)', and '📁 Programs (1)'. The '+ Courses (0)' item is circled in red. Below the navigation bar, there are three tabs: 'Courses', 'Standardized Exams', and 'Military Credits'. The 'Courses' tab is active. Underneath, there is a form with the following fields:

- School Name:** A text input field containing 'Century College'.
- Taken:** Two dropdown menus. The first is set to 'Spring' and the second is set to '2017'.
- Department:** A text input field with the placeholder text 'Enter department abbreviation (i.e. ENGL)'.
- Import your courses:** A button with a checkmark icon, highlighted by a red arrow.
- Don't see your course listed?** A link labeled 'Add It Yourself'.

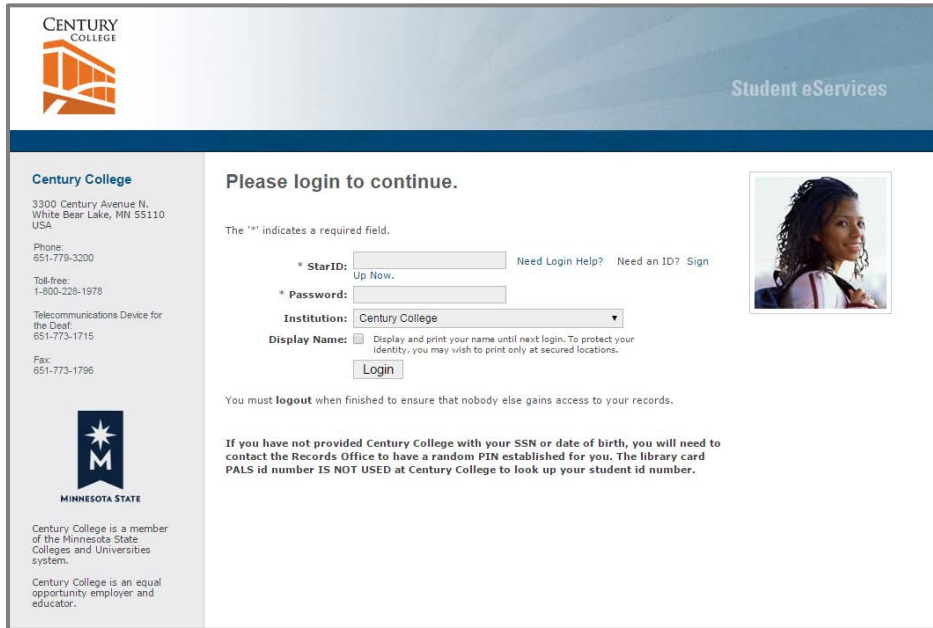
Once you click on “Import your courses” you will get the following:

The dialog box has a title bar with a close button (X). The main text reads: 'You are about to leave Transferology to import your courses. Once you have completed this import you will need to refresh your page to see your imported courses. Courses from Century College should take 2 minutes. Do you want to continue?'. At the bottom right, there are two buttons: 'No' (grey) and 'Yes' (green).

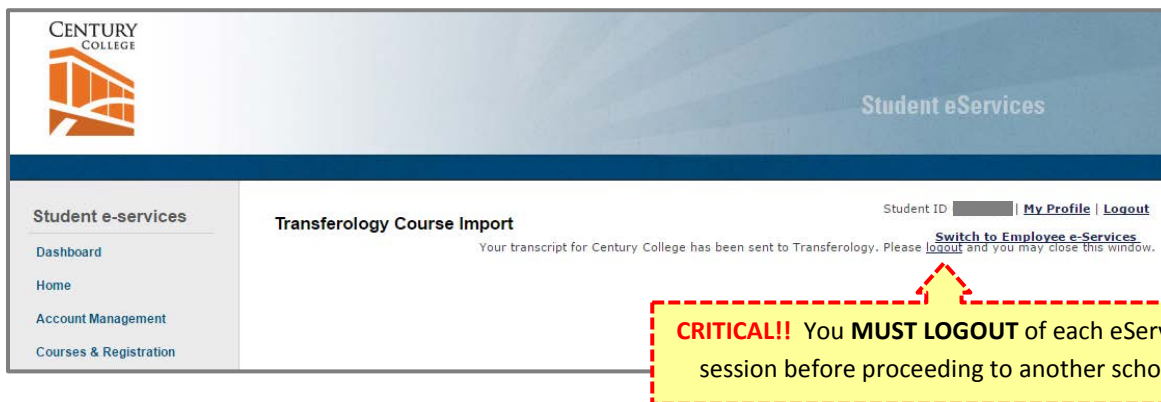
Select  to continue.

You will be redirected to eServices at the selected school. Authenticate by entering your Login ID and Password. Click the [Need Login Help?](#) link on this page for assistance if needed.

Note: You will need to authenticate at each school's eServices separately.



If you have courses, you will see that your transcript has been sent.



There are 3 possible messages you could receive:

- 1) Your transcript for XXXX (school) has been sent to Transferology. Please logout and you may close this window.
- 2) No courses were found for XXXX (school). Please logout and you may close this window.
- 3) Something went wrong. Your transcript for XXXX (school) has not been sent to Transferology. You may submit a help desk ticket. Please logout before closing this window.

Go back to Transferology. NOTE: You must refresh (F5) the page to see your courses that have been imported.

My Courses Search for Matches

Century College

ACCT1010	Introduction to Accounting	Winter '06	3
ACCT2020	Financial Accounting	Fall '06	3
ACCT2025	Managerial Accounting	Winter '07	3
ANTH1023	Introduction to Anthropology:	Fall '04	3
ARTH1031	History of Western World Art	Fall '04	3
BMG11020	Introduction to Business	Fall '04	3
BMG12030	Management Fundamentals	Winter '05	3
BMG12035	Human Relations in Business	Fall '05	3
BMG12040	Human Resource Management	Winter '06	3
BMG12051	Legal Environment of Business	Winter '06	3
BMG12060	Business Communications	Winter '09	3
BMG12090	Business Finance	Fall '07	3
CAPL1010	Introduction to Software Appl	Fall '06	3
CAPL1050	Web Design, Creation & Manage	Winter '06	3
CSCI1020	Introduction to Microcomputer	Fall '06	3

The bottom of the page will include Import Requests (Status: Complete or Pending).

Note: When “No courses have been completed” or “Something went wrong”, status will remain “Pending”.

My Import Requests

Mar 14, 2017 6:18:48 AM

Century College

To add courses, you can also ‘Add it yourself’ or manually enter in your courses by typing in a department and selecting the course from the list in the ‘Courses’ area.

My Courses Search for Matches

Bemidji State University

MASC1840	Introduction to Media Writing	Spring '16	3
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Century College

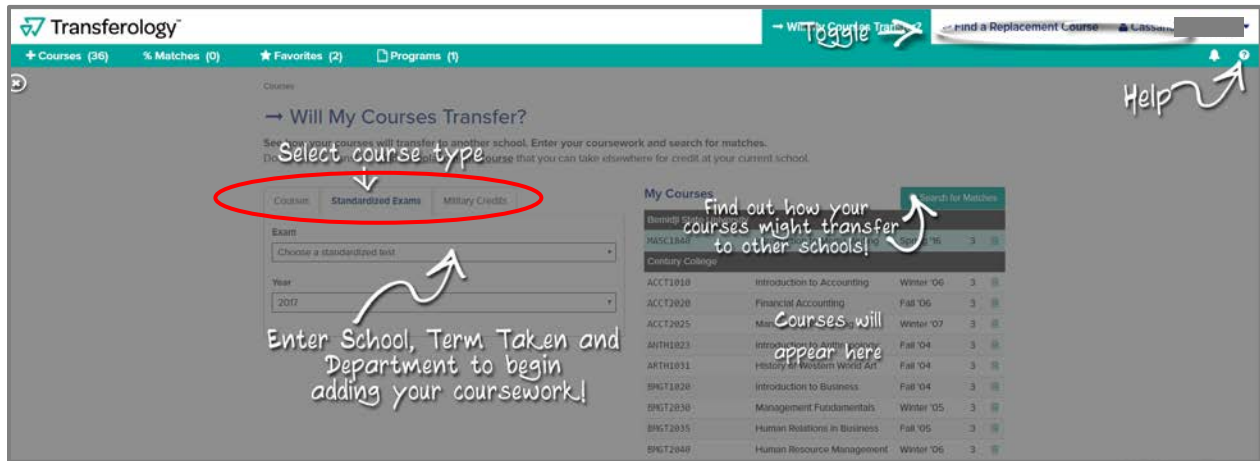
ACCT1010	Introduction to Accounting	Winter '06	3
ACCT2020	Financial Accounting	Fall '06	3
ACCT2025	Managerial Accounting	Winter '07	3
ANTH1023	Introduction to Anthropology:	Fall '04	3
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BMG12035	Human Relations in Business	Fall '05	3
BMG12040	Human Resource Management	Winter '06	3
BMG12051	Legal Environment of Business	Winter '06	3
BMG12060	Business Communications	Winter '09	3
BMG12090	Business Finance	Fall '07	3

Don't see your course listed? [Add it yourself.](#)

Course	Title	Hours	
MASC1100	Mass Media and Society	3	+
MASC1500	Introduction to Mass Media	1	+
MASC1840	Introduction to Media Writing	3	+

You can also add Standardized Exams such as CLEP and AP, as well as Military Credits.

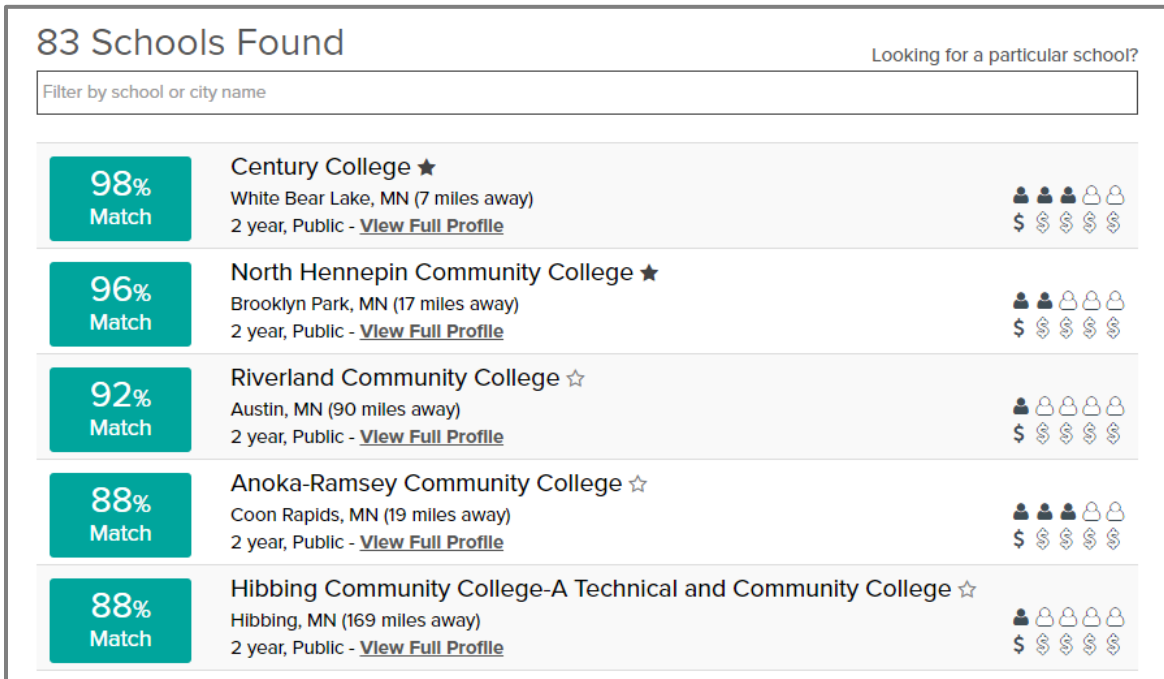
NOTE: Click on the  to get helpful overlays.



The screenshot shows the Transferology website interface. At the top, there are navigation links for Courses (36), % Matches (0), Favorites (2), and Programs (1). The main heading is "Will My Courses Transfer?". Below this, there is a section for "Select course type" with three tabs: "Courses", "Standardized Exams", and "Military Credits". The "Standardized Exams" tab is highlighted with a red circle. To the right, there is a "My Courses" table with columns for Course ID, Course Name, Term, and Credits. Handwritten annotations include: "Select course type" pointing to the tabs, "Enter School, Term Taken and Department to begin adding your coursework!" pointing to the search fields, "Find out how your courses might transfer to other schools!" pointing to the "Search for Matches" button, and "Courses will appear here" pointing to the "My Courses" table.

To find schools that accept your coursework, click on:





The screenshot shows the search results page for "83 Schools Found". The page includes a search filter "Filter by school or city name" and a link "Looking for a particular school?". The results are listed in a table with columns for Match percentage, School Name, Location, and Profile link. Each entry also includes icons for user avatars and a dollar sign icon.

Match	School Name	Location	Profile
98% Match	Century College ★	White Bear Lake, MN (7 miles away)	View Full Profile
96% Match	North Hennepin Community College ★	Brooklyn Park, MN (17 miles away)	View Full Profile
92% Match	Riverland Community College ☆	Austin, MN (90 miles away)	View Full Profile
88% Match	Anoka-Ramsey Community College ☆	Coon Rapids, MN (19 miles away)	View Full Profile
88% Match	Hibbing Community College-A Technical and Community College ☆	Hibbing, MN (169 miles away)	View Full Profile

Once you select a school, you can see how courses apply to a program by clicking:

