Transfer Check User Guide
Welcome to SCTRAC.org

Welcome to www.SCTRAC.org. This guide will walk you through the Transfer Check process.
Logging in to SCTRAC.org

Login if you have an existing account for SCTRAC.org. If you do not have an account, click Register to sign up for one.

Be sure to read the Terms of Use and select the checkbox. Also prove that you are not a robot using the reCAPTCHA before submitting.
Creating a Course History

To use Transfer Check, you will first need to populate your course history. After logging in, find and click the Import or Update your Course History link in the Get Started Now! page.
There are two ways to populate your course history: you can manually enter coursework you have completed by clicking the Add button or you can import your course history if your current institution is listed under Import your courses.
Creating a Course History

When entering your course history manually, you have the options to Add Courses and to Add Exams (i.e., Advanced Placement or International Baccalaureate).
Once you have entered all of the courses you have taken in your course history, click **Find Transfer Institutions**.

<table>
<thead>
<tr>
<th>Date</th>
<th>Course</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013 Spring</td>
<td>CHM 110 - College Chemistry I</td>
<td>4.00</td>
<td>A</td>
</tr>
<tr>
<td>2013 Spring</td>
<td>BIO 105 - Principles of Biology</td>
<td>4.00</td>
<td>A</td>
</tr>
<tr>
<td>2013 Spring</td>
<td>GEO 102 - World Geography</td>
<td>3.00</td>
<td>A</td>
</tr>
<tr>
<td>2013 Spring</td>
<td>SPA 105 - Conversational Spanish</td>
<td>3.00</td>
<td>B</td>
</tr>
<tr>
<td>2013 Spring</td>
<td>MUS 105 - Music Appreciation</td>
<td>3.00</td>
<td>B</td>
</tr>
<tr>
<td>2013 Fall</td>
<td>ACC 101 - Accounting Principles I</td>
<td>3.00</td>
<td>B</td>
</tr>
<tr>
<td>2013 Fall</td>
<td>ENG 102 - English Composition II</td>
<td>3.00</td>
<td>B</td>
</tr>
<tr>
<td>2013 Fall</td>
<td>MAT 110 - College Algebra</td>
<td>3.00</td>
<td>A</td>
</tr>
<tr>
<td>2013 Fall</td>
<td>ECO 210 - Macroeconomics</td>
<td>3.00</td>
<td>A</td>
</tr>
<tr>
<td>2013 Fall</td>
<td>PHI 105 - Introduction to Logic</td>
<td>3.00</td>
<td>A</td>
</tr>
</tbody>
</table>

**Totals:**
- 10 Courses
- 32.00 Credits

**Overall Totals:**
- 10 Courses/Exams
- 32.00 Credits
Finding your best Transfer Schools

Click the top button to view a detailed plan of how your credits will transfer to a particular major at a four-year institution.

Click the bottom button to see how your courses might transfer in general to any South Carolina institution. Note: Selecting this option leads to the Equivalency Maps. Please see the guide on Equivalency Maps for more information about this feature.

Transfer Check

Find your best Transfer Schools

If you are interested in seeing how your coursework would transfer to a four-year South Carolina institution, we can ask you a few questions to find your desired institution and program. Otherwise, you may use our Equivalency Maps feature to see how your courses would transfer in general to any transfer institution in South Carolina.

I want to see a detailed plan of how my credits will transfer
We will ask you a series of questions to help guide you towards transferring into a particular major at a four-year South Carolina Institution.

I want to explore all my transfer options
View how each of your courses may transfer into South Carolina institutions by using Equivalency Maps.
Selecting a known Institution

If you know the institution to which you would like to transfer, you can select it from the drop-down box. Otherwise, select that you do not know. When finished, click Next.

If you do not know to which institution you are transferring, go to page 21.
Selecting a Program

Type the program you would like to check your progress against in the Search box and all relevant programs will display.

Select the program you are interested in and click Next.
The results of the **Transfer Check** will be displayed for the program you selected. If the program at the institution has concentrations, you will see how your credits transfer into those specific concentrations. For a detailed view of how your courses transfer into a specific program, click on the credits link.
Disclaimer

The information presented is an unofficial guide to how your courses meet an institution's requirements for the selected program. The details listed do not guarantee that the institution will accept your course(s) as meeting its program requirements. Always contact the institution to confirm that your courses meet the institution's requirements listed in the Transfer Progress Details.
The details of the Transfer Check results will be shown. You will see what program you have selected (including concentration) and at which institution. You have the option to follow the selected program. Click **Follow this Program** to save it to your **My Transfer Check** page and have it appear in the priority section.

For more information on **My Transfer Check** repository of prior Transfer Check results, go to page 24.

Clicking on **see other transfer options** will let you view other programs similar to the one you selected.
Additional Transferable Courses

The information presented is an unofficial guide to how your courses meet an institution’s requirements for the selected program. The details listed do not guarantee that the institution will accept your course(s) as meeting its program requirements. Always contact the institution to confirm that your courses meet the institution’s requirements listed in the Transfer Progress Details.

Transfer Progress for
For transfer to BS, Biological Sciences at Clemson University

You have completed approximately 21% of this program.

Find additional transferable courses at: Allen Technical College

PHIL 1010 - Intro to Phil Prob

Possible matches at Allen Technical College:

- PHIL 101 - Introduction to Philosophy (min grade needed: )

Under a course that has not yet been fulfilled, you will see a course from the selected institution that you can take to meet the program requirement. Click the +Plan button and the course will be added to your Course History.

To find additional courses that would fulfill the program requirements, use the Find additional transferable courses at feature and select the institution you would like to take the transferrable course from. After selecting the institution, click Find.
The Transfer Progress Details displays which of your courses have met program requirements and those that have not. To expand sections of the program requirements, click the symbol. Any footnotes and courses you have taken that are not being used are also displayed.
Fulfilled Requirements

Requirements that you have met will be displayed with a ✅. You can expand the requirement to see the course(s).

In this example, the Geography requirement has been met. GEO 102 taken at Greenville Technical College transfers as GEOG 1030 for the 3.00 credits required.
Partially-Fulfilled Requirements

Requirements that you have partially met will be displayed with a 🔄. You can expand the requirement to see the course(s).

In this example below, only two requirements have been fulfilled. For the General Education requirements to be fulfilled, all of the requirements listed under this section would need to be completed.
Unfulfilled Requirements

Requirements that you have not met will be displayed with a ☐. You can expand the requirement to see what course(s) need to be taken.

In this example below, no requirements have been fulfilled. No courses have been taken that completely or partially fulfill Science and Technology in Society Requirements.
In the **Transfer Progress Details**, there may be footnotes for certain program requirements. You can view the footnote details by hovering over the number and reading the footnote box that appears. You can also view all footnotes by navigating to the **Footnotes** section under Transfer Progress Details.
Unused Courses

There is a possibility that not every course from your course history will meet program requirements. Under **Unused Courses**, you will see a list of any courses that do not satisfy program requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Grade</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 110</td>
<td>3.00</td>
<td>A</td>
<td>Transferable</td>
</tr>
<tr>
<td>SPA 105</td>
<td>3.00</td>
<td>B</td>
<td>Transferable</td>
</tr>
</tbody>
</table>
Choosing an Institution

If you do not know which institution to which you will transfer, select I do not know which institution I am transferring to, then click Next.
Selecting a Program

Next, search for the program you are interested in from the Search box. If multiple programs are shown, select the appropriate category on the left. You may then select one or more institutions for which you would like to check your progress. When finished, click Next.
The results of the Transfer Check will be displayed for the program you selected. If the program at the institution has concentrations, you will see how your credits would transfer into those specific concentrations. For a detailed view of how your courses transfer into a specific program, click on the credits link. Refer to page 12 of this guide for Transfer Check Details.
My Transfer Checks is located under the My Account section. Any programs you are following will be shown in the Priority Programs Section. If courses are added to your course history, click Refresh Progress to update your progress for that program. Click on the program name to view Transfer Check results. Below the priority program(s) you are following, you will see a history of Transfer Checks you have performed. You can View or Delete any of these.
Need Assistance?

For assistance using this site, please contact:

AcademyOne, Inc.

Phone: 484.318.7100

Email: sctracfeedback@academyone.com