If you plan to transfer the credits you earned through the College Credit in High School program at UW-Green Bay to another college, please follow these tips for attending your college orientation/registration visit.

- Let your college know that you have college credits that you need to transfer.
- Take a copy of your unofficial transcript (even if your course is not complete and/or your grade(s) have not been posted yet) with you to your orientation/registration session. You can print out a copy of your unofficial transcript in the Student Information System (SIS).
  - Log on to the UW-Green Bay website at www.uwgb.edu
  - Click on Students
  - Click on Student Info System (SIS)
  - At the SIS Login screen, enter your username and password.
    - You may need to reset your password using the link located just below the space for your username and password.
  - Follow the menus to access your unofficial transcript. (Under the Main Menu, click on Self Service and then click on Academic Records.)
- Take a copy of your Transfer Information System (TIS) printout if attending a UW school. Go to http://tis.uwsa.edu/
  - Click on CREDIT TRANSFER WIZARDS.
  - Click on COURSE WIZARD.
  - Enter UW-Green Bay and the Institution you would like to transfer to.
  - Select the department of the course you are taking.
  - Click on Match all Courses.
  - Look for your specific course number and title and review the transfer information.
    If you do not see your course within the TIS, just mention this during your orientation/registration visit.
- Take a copy of the syllabus for your course(s).
- If taking Spanish 202, German 202, or French 202 let your advisor know that you will earn retroactive credit for courses 101, 102, and 201 if you earn a B or better in the course you are taking.

Do not forget: Upon completion of the course and once grades are posted in SIS, you will need to request an official transcript be sent to your college/university if you are not attending UW-Green Bay. How/if credits will transfer is determined by the college you will be attending.