Course Transfer Search Engine Guide

Step 1: Visit the Office of the Registrar at <u>http://registrar.kennesaw.edu/</u>. Step 2: Select **Transfer Services** from the sidebar navigation (**See Figure 1**).



Figure 1 - Select Transfer Services

Step 3: On the Transfer Services website go to the sidebar navigation and select **What Transfers (See Figure 2)**.

Step 4: From the drop-down menu select Course Transfer Search Engine (See Figure 2).



Figure 2 - Select What Transfers > Course Transfer Search Engine

Step 5: On the Course Transfer Search Engine website select the **state** you are transferring from the drop-down menu and click **Get State** (See Figure 3).

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Figure 3 - Select state

Step 6: Select the **school** you are transferring from the drop-down menu and click **Get School** (See Figure 4).

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Figure 4 - Select school

Step 7: Choose the Subject(s), Level(s), and Term and click Get Courses (See Figure 5).

* To select multiple subjects, hold down the CTRL key on a PC or COMMAND key on a Mac while making your selections.

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Figure 5 - Select subject(s), level(s), and term