

LOS MEDANOS COLLEGE

Transfer Center

FISK TAG Agreement Staff Process

- Student** makes an appointment with their **assigned program counselor (ex: Umoja)** or the **Transfer Counselor** who analyzes their transcripts to ensure they have met the minimum requirements to enter into a TAG with Fisk University.
- No later than **April 30th** for fall admissions and **October 1st** for spring admissions; **student** and **LMC counselor** sign the agreement and return it to **Transfer Center Coordinator**, who then emails the student contract to Fisk Admissions.
- Upon approval **Fisk Admissions** will send an email reply to **Transfer Center Coordinator**, who then forwards the approval to the student.
- The **Transfer Center Coordinator** will email Fisk Admissions with a list of students applying online.
- Student** will submit the Fisk application online no later than **June 1st** for fall admission and **November 1st** for spring admission.
- Fisk Admissions** notifies student of their acceptance and further instructions on scholarships and housing applications.

Spring 2014 Contact List

Name	Position	Contact Information
Jason Harrison	Fisk Admissions Representative	jharrison@fisk.edu
Ade Origunwa	Transfer Center Coordinator	aorigunwa@losmedanos.edu 925-473-7443
Faith Watkins	Umoja Counselor	Fwatkins@losmedanos.edu
TBD	Transfer Counselor	