May 9: Sample Engineering Welcome Email for Transfer Engineering Students

Welcome to the College of Engineering! I will be your primary point of contact until June 6. You will need to accept your offer of admissions to complete the necessary items below. If you have any questions about this email or how to complete any of the items, simply reply to this message and I will respond.

**Engineering Welcome**
- Watch this [short welcome message](#) to get started in Engineering at Virginia Tech.
- Bookmark and review the [Engineering Orientation Website](#).
- Complete all items on the [Engineering Orientation Checklist](#).

**Priority Engineering Orientation Checklist Items**
- **June 2**: Deadline to complete the [Engineering Pre-Orientation Form](#).
  - If you receive the following message "You need permission" you will need to sign out of your non-VT gmail account and log into your VT gmail account.
  - If you indicate on the engineering pre-orientation form that you wish to enroll in summer classes at Virginia Tech an academic advisor will reach out to you to coordinate summer class enrollment (Now-May 23 for Summer I: May 23-July 1) and After June 6 for Summer II: July 6-August 12).
- Send all [score reports](#), [official high school](#), [college](#), [university transcripts](#).
- Complete a [self-evaluation of transfer credits](#) -- (i.e. transferable credits from AP, IB, CLEP, Cambridge, dual enrollment). You can verify when Virginia Tech has processed your college transcripts/score reports on Hokie Spa. Go to Hokie Spa > Hokie Spa > Grades Menu > Transfer and Other Additional Credits. Please be patient as this process can take some time.

**Engineering Direct Admit**
- In previous years, COE transfer students would be in General Engineering until they completed all of the [change of major requirements](#), and they would apply to a degree-granting major. Applications were reviewed based on a student’s overall VT GPA. COE transfer students admitted to the 2022-2023 academic year will be placed directly into a specific engineering major based on the intended major listed on the [Engineering Pre-Orientation Form](#) and space availability in the intended major. Please review the [COE Direct-Admit Transfer Student Frequently Asked Questions](#) for additional information.

**Virtual Academic Advising and Course Registration (June 6)**
- You will receive an email on June 6 with details on the process of receiving academic advising and completing course registration, as well as attending an engineering overview session and topical sessions on engineering computer requirements, peer mentoring, Hokie Shops, career services, and study abroad.

**Communication Expectations**
- For now, your Virginia Tech email is the primary way I will communicate with you and is the best way to contact me if you have any questions. You can typically expect a response within 48 business hours. I am excited to begin working with you and know you are looking forward to getting a fall schedule sorted out, but I ask that you remain patient about fall class scheduling until you receive further instructions on **June 6**.

I look forward to supporting you as you navigate life here at Virginia Tech! Go Hokies!