



<input type="checkbox"/>	<p><b>APPLY FOR ADMISSIONS</b></p>	<p>Go to <a href="http://www.watc.edu/apply/">www.watc.edu/apply/</a>. If you do not have internet access at home, you can apply in person at any campus location.</p> <p>Once your application is completed, you will receive an email from WATC and access to MyWATC. If you do not have an email account, you should receive a letter in the mail within 5 business days.</p>												
<input type="checkbox"/>	<p><b>MEET WITH AN ADMISSIONS COUNSELOR</b></p>	<p>Contact or meet with the Admissions Counselor for your chosen career pathway today!</p> <table border="1" data-bbox="435 512 1507 802"> <tr> <td data-bbox="435 512 678 617">           NCAT Campus 4004 N Webb Rd         </td> <td data-bbox="678 512 1013 617"> <ul style="list-style-type: none"> <li>Aviation</li> <li>Design</li> <li>Manufacturing</li> </ul> </td> <td data-bbox="1013 512 1187 617">           Marcus Hernandez         </td> <td data-bbox="1187 512 1507 617">           316-677-1032 <a href="mailto:mhernandez12@watc.edu">mhernandez12@watc.edu</a> </td> </tr> <tr> <td data-bbox="435 617 678 722">           Southside Campus 4501 E 47<sup>th</sup> St S         </td> <td data-bbox="678 617 1013 722"> <ul style="list-style-type: none"> <li>Business</li> <li>Healthcare</li> <li>General Education</li> </ul> </td> <td data-bbox="1013 617 1187 722">           Ebony Edmondson         </td> <td data-bbox="1187 617 1507 722">           316-677-1024 <a href="mailto:eedmondson@watc.edu">eedmondson@watc.edu</a> </td> </tr> <tr> <td data-bbox="435 722 678 802">           City Center Campus 301 S. Grove         </td> <td data-bbox="678 722 1013 802"> <ul style="list-style-type: none"> <li>Specialized Trades</li> <li>Automotive</li> </ul> </td> <td data-bbox="1013 722 1187 802">           Dalisa Portley         </td> <td data-bbox="1187 722 1507 802">           316-677-1626 <a href="mailto:dportley1@watc.edu">dportley1@watc.edu</a> </td> </tr> </table> <p>Admissions Counselors will discuss your career goals with you, offer you a program tour, and give you more information about the career path you are interested in. They will also walk you through the steps you need to complete in order to enroll in classes with an Academic Advisor. They will also assist with your Free Application for Federal Student Aid (FAFSA).</p>	NCAT Campus 4004 N Webb Rd	<ul style="list-style-type: none"> <li>Aviation</li> <li>Design</li> <li>Manufacturing</li> </ul>	Marcus Hernandez	316-677-1032 <a href="mailto:mhernandez12@watc.edu">mhernandez12@watc.edu</a>	Southside Campus 4501 E 47 <sup>th</sup> St S	<ul style="list-style-type: none"> <li>Business</li> <li>Healthcare</li> <li>General Education</li> </ul>	Ebony Edmondson	316-677-1024 <a href="mailto:eedmondson@watc.edu">eedmondson@watc.edu</a>	City Center Campus 301 S. Grove	<ul style="list-style-type: none"> <li>Specialized Trades</li> <li>Automotive</li> </ul>	Dalisa Portley	316-677-1626 <a href="mailto:dportley1@watc.edu">dportley1@watc.edu</a>
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<input type="checkbox"/>	<p><b>APPLY FOR FINANCIAL AID</b></p>	<p>Go to <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>.</p> <p>For Fall 2017 and Spring 2018, complete the <b>2017-2018 FAFSA</b> using your <b>2015</b> tax information. Create and record your FSA ID (Federal Student Aid ID) _____</p> <ul style="list-style-type: none"> <li>Enter <b>WATC's School Code 005498</b></li> <li>Order your IRS Tax Transcript or use the IRS Data Retrieval Tool to fill in your tax information or order your transcripts from the IRS website listed below (if you are a dependent, your parent/guardian's tax information).</li> </ul> <p><i>WATC's Financial Aid Department will digitally receive your application from FAFSA within 3-5 business days. Application processing time is dependent on volume of applications received.</i></p>												
<input type="checkbox"/>	<p><b>FINISH FINANCIAL AID PAPERWORK</b></p>	<ul style="list-style-type: none"> <li>For Fall 2017 or Spring 2018, complete and submit the Student Data Form/Rights and Responsibilities Form at: <a href="https://app.watc.edu/Financial_Aid/student_data_form.html">https://app.watc.edu/Financial_Aid/student_data_form.html</a>.</li> <li>Order your tax transcripts at <a href="http://www.irs.gov/individuals/Get-Transcript">www.irs.gov/individuals/Get-Transcript</a>. <b>Skip this step if you used the IRS Data Retrieval Tool when filling out the online FAFSA.</b></li> <li>Complete any other paperwork that Financial Aid may request from you based on your FAFSA. Depending on verification selection, they may be additional paperwork required besides the FAFSA. Financial Aid requirements will be available on your Financial Aid Page on MyWATC.</li> </ul>												
<input type="checkbox"/>	<p><b>SUBMIT OFFICIAL TRANSCRIPTS</b></p>	<p>Official high school and college transcripts can be mailed or transferred electronically directly from the issuing institution and received by the Registrar prior to registration. Official transcripts must be in a sealed envelope upon receipt and may not be stamped "student copy." Transcripts may be sent to:</p> <p style="text-align: center;">Wichita Area Technical College Registrar 4004 N Webb Road, Bldg. 100 Wichita KS 67226</p>												



<input type="checkbox"/>	<p><b>COMPLETE THE ACCUPLACER ASSESSMENT</b></p>	<p><b>Meet with your Admissions Counselor to verify if a placement test applies to your program.</b></p> <p>Complete Reading, Writing, and Math placement assessments to one of our OASIS testing Centers:</p> <table border="1" data-bbox="456 359 1487 659"> <thead> <tr> <th></th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> </tr> </thead> <tbody> <tr> <td><b>NCAT Campus 4004 N Webb Rd, Building 100</b></td> <td>8:00 AM – 5:00 PM</td> <td>8:00 AM – 5:00 PM</td> <td>8:00 AM – 5:00 PM</td> <td>8:00 AM – 5:00 PM</td> <td>8:00 AM – 5:00 PM</td> </tr> <tr> <td><b>Southside Campus 4501 E 47<sup>th</sup> ST S</b></td> <td>9:00 AM – 6:00 PM</td> <td>9:00 AM – 6:00 PM</td> <td>9:00 AM – 6:00 PM</td> <td>Noon – 8:00 PM</td> <td>8:00 AM – 5:00 PM</td> </tr> <tr> <td><b>City Center 301 S. Grove Bldg A, Rm A-32</b></td> <td>8am - Noon</td> <td>Closed</td> <td>Closed</td> <td>Closed</td> <td>Closed</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Photo ID is required to take the assessments. Results are valid for 5 years.</li> <li>• First set of assessments are free. Retests are \$5.00 per section. Assessments can be taken up to 3 times in one calendar year.</li> <li>• The OASIS tutoring center provides 3 free Accuplacer study sessions to those who are applying to WATC. For hours and locations, see <a href="http://wadc.edu/admissions/tutoring/">http://wadc.edu/admissions/tutoring/</a>.</li> </ul> <p><b>ACT scores less than 5 years old can be used instead of Accuplacer scores. College transcripts showing completion of <u>College Algebra</u> and <u>English Composition I</u> with a C or better can be used in place of the Accuplacer scores.</b></p>		Monday	Tuesday	Wednesday	Thursday	Friday	<b>NCAT Campus 4004 N Webb Rd, Building 100</b>	8:00 AM – 5:00 PM	8:00 AM – 5:00 PM	8:00 AM – 5:00 PM	8:00 AM – 5:00 PM	8:00 AM – 5:00 PM	<b>Southside Campus 4501 E 47<sup>th</sup> ST S</b>	9:00 AM – 6:00 PM	9:00 AM – 6:00 PM	9:00 AM – 6:00 PM	Noon – 8:00 PM	8:00 AM – 5:00 PM	<b>City Center 301 S. Grove Bldg A, Rm A-32</b>	8am - Noon	Closed	Closed	Closed	Closed
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<input type="checkbox"/>	<p><b>MEET WITH YOUR ACADEMIC ADVISOR</b></p>	<p><b>To find your Academic Advisor’s contact information and availability, refer to the program’s information sheet or online at <a href="http://wadc.edu/admissions/contact-an-advisor/">http://wadc.edu/admissions/contact-an-advisor/</a> or call 316-677-9680 to schedule an appointment.</b></p> <p>Your Academic Advisor will assist you in many areas such as:</p> <ul style="list-style-type: none"> <li>• Program registration / enrollment</li> <li>• Program and tool costs</li> <li>• Academic SAP Assistance for Financial Aid</li> <li>• Progress / Graduation Check</li> <li>• Assistance with enrollment concerns or issues</li> </ul>																								
<input type="checkbox"/>	<p><b>PAY FOR CLASSES</b></p>	<p>If you have not filed a FAFSA for financial aid, then you will be expected to arrange payment with the Business Office on the day you enroll for classes. Payment options are as follows:</p> <ul style="list-style-type: none"> <li>• Payment Plan must be made in person with the Business Office.</li> <li>• Credit card payments may be made through your MyWATC account, by phone, or in person.</li> <li>• Cash and check payments can be made in person with the Business Office</li> </ul>																								
<input type="checkbox"/>	<p><b>ATTEND OR COMPLETE ONLINE STUDENT ORIENTATION</b></p>	<p>Some of our programs will have a new student orientation class for you to attend. Your advisor will inform you with further details for location and times. We also have an online orientation available within your MyWATC.</p> <ul style="list-style-type: none"> <li>• In the Student tab of MyWATC, click on the link <b>“Login to Blackboard”</b>. A new browser window will require you to login in with your WATC username and password.</li> </ul> <p>Completion of the Student Orientation class is advisable for all WATC first semester students.</p>																								
<input type="checkbox"/>	<p><b>SMART START-READY TO LEARN!</b></p>	<p><b>Class attendance is a reliable predictor of future performance as an employee, and WATC is dedicated to providing employability, technical skills and transfer credits for further education.</b></p> <p>WATC requires regular and punctual attendance in all classes. Specific guidelines for class attendance will be available in each course syllabus. Instructors will make the guidelines available on Blackboard in MyWATC prior to the start of the course. Failure to attend class for 14 calendar days will result in administrative withdrawal from class.</p> <p>If you are looking to transfer to a Kansas university, you can find program information by visiting <a href="http://KSDegreeStats.org">KSDegreeStats.org</a></p>																								