



<input type="checkbox"/>	<p>APPLY FOR ADMISSIONS</p>	<p>Go to www.watc.edu/apply/. 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>MEET WITH AN ADMISSIONS COUNSELOR</p>	<p>Contact or meet with the Admissions Counselor for your chosen career pathway today!</p> <table border="1" data-bbox="435 485 1507 835"> <tr> <td data-bbox="435 485 683 653"> NCAT Campus 4004 N Webb Rd </td> <td data-bbox="683 485 1016 653"> <ul style="list-style-type: none"> Aviation Design Manufacturing </td> <td data-bbox="1016 485 1187 653"> Marcus Hernandez Liz Ball </td> <td data-bbox="1187 485 1507 653"> 316-677-1032 mhernandez12@watc.edu 316-677-1037 eball@watc.edu </td> </tr> <tr> <td data-bbox="435 653 683 758"> Southside Campus 4501 E 47th St S </td> <td data-bbox="683 653 1016 758"> <ul style="list-style-type: none"> Business Healthcare General Education </td> <td data-bbox="1016 653 1187 758"> Ebony Edmondson </td> <td data-bbox="1187 653 1507 758"> 316-677-1024 eedmondson@watc.edu </td> </tr> <tr> <td data-bbox="435 758 683 835"> City Center Campus 301 S. Grove </td> <td data-bbox="683 758 1016 835"> <ul style="list-style-type: none"> Specialized Trades Automotive </td> <td data-bbox="1016 758 1187 835"> Dalisa Portley </td> <td data-bbox="1187 758 1507 835"> 316-677-1626 dportley1@watc.edu </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"> Aviation Design Manufacturing 	Marcus Hernandez Liz Ball	316-677-1032 mhernandez12@watc.edu 316-677-1037 eball@watc.edu	Southside Campus 4501 E 47 th St S	<ul style="list-style-type: none"> Business Healthcare General Education 	Ebony Edmondson	316-677-1024 eedmondson@watc.edu	City Center Campus 301 S. Grove	<ul style="list-style-type: none"> Specialized Trades Automotive 	Dalisa Portley	316-677-1626 dportley1@watc.edu
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<input type="checkbox"/>	<p>APPLY FOR FINANCIAL AID</p>	<p>Go to www.fafsa.ed.gov.</p> <p>For Fall 2017, complete the 2017-2018 FAFSA using your 2015 tax information. For Summer 2017, complete the 2016-2017 FAFSA using your 2015 tax information.</p> <ul style="list-style-type: none"> Create and record your FSA ID (Federal Student Aid ID) _____ Enter WATC's School Code 005498 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). <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>FINISH FINANCIAL AID PAPERWORK</p>	<ul style="list-style-type: none"> For Fall 2017 or Summer 2017, complete and submit the year appropriate Student Data Form/Rights and Responsibilities Form at: https://app.watc.edu/Financial_Aid/student_data_form.html. Order your tax transcripts at www.irs.gov/individuals/Get-Transcript. Skip this step if you used the IRS Data Retrieval Tool when filling out the online FAFSA. 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. 												
<input type="checkbox"/>	<p>SUBMIT OFFICIAL TRANSCRIPTS</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>COMPLETE THE COMPASS OR ACCUPLACER ASSESSMENT</p>	<p>Not every program requires placement assessments. An Admissions Counselor can verify whether this step applies to your program.</p> <p>Complete Reading, Writing, and Math placement assessments to one of our Testing Centers:</p> <table border="1" data-bbox="456 359 1485 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>NCAT Campus 4004 N Webb Rd, Building 100</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>Southside Campus 4501 E 47th ST S</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>City Center 301 S. Grove Bldg A, Rm A-32</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"> • Photo ID is required to take the assessments. Results are valid for 5 years. • First set of assessments are free. Retests are \$5.00 per section. Assessments can be taken up to 3 times in one calendar year. • Free, limited test prep brush up is offered at our Academic Success Centers. For hours and locations see http://watc.edu/admissions/tutoring/. <p>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 also be used in place of the Accuplacer scores.</p>		Monday	Tuesday	Wednesday	Thursday	Friday	NCAT Campus 4004 N Webb Rd, Building 100	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	Southside Campus 4501 E 47th ST S	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	City Center 301 S. Grove Bldg A, Rm A-32	8am - Noon	Closed	Closed	Closed	Closed
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<input type="checkbox"/>	<p>MEET WITH YOUR ACADEMIC ADVISOR</p>	<p>To find your Academic Advisor’s contact information and availability, refer to the program’s checklist or online at http://watc.edu/admissions/contact-an-advisor/ or call 316-677-9680 to schedule an appointment.</p> <p>Your Academic Advisor will assist you in many areas such as:</p> <ul style="list-style-type: none"> • Program registration / enrollment • Program and tool costs • Academic SAP Assistance for Financial Aid • Progress / Graduation Check • Assistance with enrollment concerns or issues 																								
<input type="checkbox"/>	<p>PAY FOR CLASSES</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"> • Payment Plan must be made in person with the Business Office. • Credit card payments may be made through your MyWATC account, by phone, or in person. • Cash and check payments can be made in person with the Business Office 																								
<input type="checkbox"/>	<p>ATTEND OR COMPLETE ONLINE STUDENT ORIENTATION</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"> • In the Student tab of MyWATC, click on the link “Login to Blackboard”. A new browser window will require you to login in with your WATC username and password. <p>The orientation class should be available for you to complete. Completion of the Student Orientation class is advisable for all WATC first semester students.</p>																								
<input type="checkbox"/>	<p>SMART START-READY TO LEARN!</p>	<p>Class attendance is a reliable predictor of future performance as an employee, and WATC is dedicated to providing employability as well as technical skills.</p> <ul style="list-style-type: none"> • 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. 																								