



ENROLLMENT CHECKLIST



Keep track of your progress by having WSU Tech staff sign and date your checklist. This will make sure you won't miss a step towards enrollment, financial aid, testing, and other opportunities. Let's begin!

1 APPLY— Complete the FREE online admissions application at [WSUTECH.edu/apply/](https://wsutech.edu/apply/). Create an account, click [Start An Application](#). You will receive an email with access to MyWSUTech, our online campus portal.

Completion Date _____

2 MAKE AN APPOINTMENT WITH AN ADMISSION COUNSELOR

Contact one of our admissions counselors or specialist to receive help with applying to WSU Tech, exploring career goals, or tours. Appointments can be made at [WSUTECH.edu/admissions/contact](https://wsutech.edu/admissions/contact).

MONICA RASHID

Admissions Counselor
316.677.1868
mortizmarinrashid@wsutech.edu
Campus: NCAT
Aviation and Manufacturing

Appt Link:
<https://wsutechadvising.as.me/MonicaR>

XAVIER MADRIGAL

Admission Counselor
316.677.1977
xmadrigal@wsutech.edu
Campus: City Center
Applied Technologies

Appt Link:
<https://wsutechadvising.as.me/Xavier>

DANIELLE BITTNER

Admissions Counselor
316.677.1969
dbittner@wsutech.edu
Campus: WSU Tech South
Professional Studies, Healthcare,
Culinary Arts

Appt Link:
<https://wsutechadvising.as.me/Danielle>

Completion Date _____

3 APPLY FOR FINANCIAL AID (FAFSA)

Complete the online application at studentaid.gov

- 2024 - 2025 (August 2024– July 2025) please complete the 2024-2025 FAFSA.
- 2025 - 2026 (August 2025) application schedule to be released December 1st 2024.
- Use our WSU Tech school code = 005498 to ensure the correct school selection.
- After receipt of the FAFSA application, there are additional steps to fully complete financial aid.

The Financial Aid Office is available 24/7 by calling 1.877.796.3840 or email at finaidoffice@wsutech.edu

Completion Date _____



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COMPLETE THE ASSESSMENTS

Set up an appointment for testing by calling 316.677.9506 or emailing testing@wsutech.edu

*Check with Admissions to verify which assessment tests are required for your program. Testing is available at the NCAT and WSU Tech South campuses.

- ACT/SAT scores can be used as an alternative to assessment scores. All scores are valid for 3 years after the last test.
- Official transcripts showing completion of College Algebra and/or English Composition with a C or better may be substituted for assessment scores.
- Photo ID is required to take assessments.
- First set of assessments are free. Retests are \$5-15 depending on the test. Retest options differ between assessments. Please visit: WSUTECH.edu/admissions/testing/ for more info.

Assessments Needed: _____

Completion Date _____

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ENROLL WITH YOUR ACADEMIC ADVISOR

Please visit: WSUTECH.edu/contact/ or call 316.677.9680 to schedule an appointment.

Your academic advisor will assist you with: program registration, completing college forms, degree audits, enrollment, scholarships, assessing any additional tools and class costs.

Walk-in appointments are available on Wednesdays throughout the year.

Completion Date _____

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PAY FOR CLASSES

Payment plans can be created at our business offices at NCAT and WSU Tech South offices. Cash/check payments can also be made at these locations. Credit card payments can be made through your MyWSUTech account, by phone, or in person. For more information, call 877.796.3840 or email businessoffice@wsutech.edu.

- Check out scholarship information is available at WSUTECH.edu/payingforcollege/scholarships/
- Financial Aid can assist with VA Benefits.

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CAMPUS LOCATIONS



NATIONAL CENTER FOR AVIATION TRAINING(NCAT)
4004 N. Webb Rd
Wichita, KS 67226



WSU TECH SOUTH
3821 E. Harry
Wichita, KS
67218



CITY CENTER
301 S. Grove
Wichita, KS 67218
(Appointment only)

**WALK-IN
WEDNESDAYS**