

Steps to Enrollment

1. Complete a Walters State Community College (WSCC) Application for Admission. Applications are available:
 - a. In the back of the timetable of classes
 - b. At any WSCC campus
 - c. Via our website (www.ws.edu) - Click on “Future Students”
(You may also submit an application electronically by following the instructions listed at www.ws.edu)
2. Complete and sign a Hepatitis B Immunization form to submit with your application. Keep in mind, the Hepatitis B shot is *not* required but the completed form must be submitted for acceptance to WSCC.
3. Submit the application along with a \$10.00 non-refundable processing fee to a WSCC Admissions office. You may also mail in the application with a \$10 check or money order.
4. If you are a full-time student (12 or more credit hours) born after 1956, you must provide a copy of your shot record before classes begin. Proof of two doses of the MMR (measles, mumps, and rubella) vaccine is required. *If you plan to attend WSCC part-time (11 credit hours or less), proof of MMR is not required.*
5. Request that official transcripts from the last high school you attended and any college(s) you may have attended be mailed to WSCC. Students holding a GED must provide official scores from the agency that administered the GED exam. Contact the school or agency to request the above items or complete a transcript request form available at www.ws.edu. The form is also available at any Walters State Admissions office. (Note: Transfer students must provide a transcript of prior college work to determine English and math placement or testing needs.)
6. Degree seeking students must provide ACT scores or schedule a COMPASS placement test as applicable. Contact Counseling & Testing at 423-585-6800
7. Once the above steps are completed and admissions items have been *received and processed*, you may register for an orientation session or complete on-line orientation at www.ws.edu/admission/orientation/
8. Students must meet with an academic advisor prior to registering for classes. Contact the academic division of your major or contact the Student Success Center for a referral to the appropriate office. The Student Success Center located in CCEN 259 (423-318-2337) assists all first-time college students and those needing help with deciding on a major, transferring to a four year institution, planning course schedules and ensuring that general education and major course requirements are met.

Readmission Checklist for Returning Students

If you have previously applied or attended WSCC you will need to do the following to be readmitted.

Submit a completed Readmission form to the Admissions office on any Walters State campus or fax to 423-585-6786.

1. The form is located:
 - a. In the back of the timetable of classes
 - b. On our website www.ws.edu - Click on “Future Students”
 - c. In any WSCC Admissions office
2. If you have not previously completed the Hepatitis B Immunization form complete and submit with the Readmission form.
3. If you have attended another institution since you last attended WSCC, request the official transcript be sent to WSCC.
4. After all readmission requirements are received and processed, you must meet with an academic advisor within your major prior to registering for classes. Contact the Academic Division of your major for an advising appointment as follows:
 - Behavioral & Social Sciences – 423-585-2633
 - Business – 423-585-6972
 - Health Programs – 423-585-6981
 - Humanities – 423-585-6947
 - Mathematics – 423-585-6864
 - Public Safety – 423-585-2665
 - Natural Science – 423-585-6865
 - Technical Education – 423-585-2644

If you have any questions about your status or need assistance, please visit or call Admissions at 423-585-2686 or 1-800-225-4770; Extension 6.