



WESTERN TEXAS COLLEGE

Dual Credit/Early Admissions

STUDENT CHECKLIST

ADMISSIONS PROCESS

Returning Dual Credit Students: Begin with Step 2.

- 1. Submit an [Electronic Dual Credit Admissions Application](#) OR a [Dual Credit Admissions Application](#) (pdf format).
- 2. Visit with your high school counselor about eligibility and course selection. Submit a [Dual Credit Permission Form](#) with principal's signature for approval. Home school students need to meet with a Dual Credit advisor. ***Note: Dual Credit Permission Form is needed each year.**
- 3. Submit an [Academic Integrity Statement](#).
- 4. Submit an official high school transcript each year. Home school transcripts must be notarized.
- 5. Submit any TAKS, ACT/SAT (if taken), THEA, or Accuplacer scores.
- 6. Submit a [Course Registration Form](#) along with all other documents to the Dual Credit Office. **Returning students:** Log into your MYWTC and update contact information. If you have misplaced your username or password, please call 325-574-7632.
- 7. Pay for classes. (Students can pay in person at the WTC Business Office, Building 20, or online through their MYWTC account.)
- 8. Purchase textbooks (if needed). 325-574-7601 or online at www.wtcbookstore.com.
- 9. Obtain a WTC photo ID and parking permit from the WTC Registrar's Office, Building 20 (if needed).
- 10. ATTEND CLASS!!
 - Online classes: Email the instructor for course information.
 - Log into your MYWTC account and check your WTC email.

TESTING INFORMATION

All students must take either the THEA or ACCUPLACER test, **unless** they are exempt based on TAKS, SAT, or ACT. If you have taken the ACT/SAT, please submit those scores.

Minimum Test Scores Needed:

- **ACT** Math-19, English-19, Composite-23
- **SAT** Math-500, Verbal-500, Total-1070
- **TAKS** Math-2200, English-2200, Writing-3
- **THEA** Math-230, Reading-230, Writing-230
- **ACCUPLACER** Elem Algebra-63, Reading-78, Writing-6 OR 5 and Sentence Skills-80

High School Juniors & Seniors: Must have appropriate test scores in subject areas related to the course. For [Testing Center](#) hours, please call 325-574-7621.

DUAL CREDIT OFFICE

Located at Western Texas College in Bldg. 2 LRC

Office Hours: Monday-Thursday 8 – 5
Friday 8 – 4

Summer Hours: Monday-Thursday 7 – 5

Website: <http://wtc.edu/distancelearning/dualcredit.html>

Deborah Baremore, 325-574-7632

dbaremore@wtc.edu

888-468-6982, ext. 7632

866-433-1097 FAX

TECHNICAL SUPPORT

MYWTC & Email Access: help@wtc.edu

Moodle: 325-574-7991

WESTERN TEXAS COLLEGE

NO LIMITS...

Western Texas College gives equal consideration to all applicants for admission without regard to race, creed, color, national origin, gender, age, marital status, or disability.