

**WESTERN**  
— TEXAS COLLEGE —  
**Dual Credit/Early Admissions**  
**STUDENT CHECKLIST**

## ADMISSIONS PROCESS

### Returning Dual Credit Students: Begin with Step 4.

- 1. Visit with your high school counselor about eligibility and course selection.
- 2. Submit a [Dual Credit Admissions Application](#) (pdf format).
- 3. Submit a FERPA (release of information) form
- 4. Submit a current high school transcript **each year**.
- 5. Submit any English II or Algebra I EOC, PLAN, PSAT, ACT/SAT (if taken), or TSI Assessment scores.
- 6. Unless your school is paying for classes, students can pay in person at the WTC Business Office, Building 20 or online through their MyWTC account, or call 325-574-7610.
- 7. Purchase textbooks (if needed). 325-574-7601 or online at [www.wtcbookstore.com](http://www.wtcbookstore.com).
- 8. Obtain a WTC photo ID and parking permit from the WTC Registrar's Office, Building 20 (if needed).
- 9. ATTEND CLASS!!
  - Online classes: Email the instructor for course information.
  - For MyWTC username and password please check your email.

## TECHNICAL SUPPORT

MYWTC & Email Access: support@wtc.edu  
MOODLE: support@wtc.edu

## TESTING INFORMATION

All students must take the TSI ASSESSMENT test, **unless** they are exempt or waived based on the following scores. Please submit those scores.

### Minimum Test Scores Needed:

- **ACT** Math-19, English-19, Composite-23
- **ASPIRE** English- 435, Math- 431
- **PLAN** English-19, Math-19, Composite -23
- **PSAT** Reading-500, Math-500, Total- 1070
- **SAT** Math-530, Writing 480
- **STAAR EOC**
  - Algebra I: 4000 + "C" or higher in high school Alg II
  - English II: 4000
- **TSI ASSESSMENT** Math-350, Reading-351, Writing-340, Essay-4; or if less than 340, must have ABE 4 and essay 5

**To Schedule a TSI Assessment Test please contact 325-574-7632.** Students must have appropriate test scores in subject areas related to the course.

### 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/students/distancelearning/dualcredit.html>

Billy Mebane                      Nellie Leatherwood  
325-574-7630                      325-574-7632  
dualcredit@wtc.edu  
888-468-6982, ext. 7632  
866-433-1097 FAX

## 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.