

WHAT'S NEXT?

Welcome to Walters State! Use this sheet as a checklist to make sure you are completing all the necessary steps for admissions and registration. Check off the boxes as you go to make sure you are staying on track!

ACTIVATE YOUR ACCOUNT

Walters State's main source of communication to you will be through your student account, My WS. Logging on to your My WS account will grant you access to your personal, student, financial aid information, Senators Mail (student email), and eLEARN. You will need to activate your account in order to gain access to your account and then immediately begin checking your account on a regular basis.

- At www.ws.edu, click on "Current Students" then "Activate Account"
- Enter your student ID number (included on your acceptance letter), first and last name, birthdate, and create a new password, and click "Submit"
- Your student email address and username will display
- Begin checking your My WS account and Senators Mail now!

** If you forget your password once you activate your account, click "Current Students" then "Password Reset"*

APPLY FOR FINANCIAL AID AND CHECK YOUR FINANCIAL AID STATUS

Submit your Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Send your FAFSA information to Walters State by using our federal code: 008863

Submitting your FAFSA is just the first step! You will receive a Student Aid Report (SAR) from the Department of Education, which is a summary of the FAFSA data you submitted. Be sure to review your Student Aid Report, as we may need additional information to complete the processing of your application. Check your Senators Mail and StarNET accounts frequently for notifications from the financial aid office and updates to your account as you may have been selected to provide additional documents, which is called verification.

Priority Deadlines: Fall: June 30 Spring: November 1st Summer: April 1st

Past the Priority Deadline? Walters State will continue to process your financial aid application and all documents submitted to the Financial Aid Office. However, if the priority deadline has passed, we cannot guarantee that your aid will be packaged by the fee payment deadline, which may require you to make other payment arrangements. Complete a Walters State scholarship application!

VERIFY CITIZENSHIP

Who needs to verify U.S. citizenship or lawful presence? Any student wishing to be eligible to receive a state benefit, which includes in-state tuition and scholarships, must verify U.S. citizenship or lawful presence. Any easy way to verify citizenship is with a regular valid drivers license or a U.S. passport. (Please note that if you reside out of state, you are required to provide a regular valid license **and** U.S. birth certificate.) If you do not have one of these documents or if you are proving lawful presence, contact Enrollment Services for further information.

SUBMIT ACT SCORES OR TAKE THE COMPASS EXAM

Who needs ACT? Degree seeking students under 21 with a regular high school diploma; ACT scores cannot be more than five years old.

Who needs a placement exam?

- Degree-seeking students over 21 and students with a high school equivalency diploma (GED/HiSET)
- Transfer students who have not earned a passing grade in college level English, math, and a reading intensive course
- Readmitted students who did not previously complete a college level math, English, or reading intensive course or did not complete the appropriate level of Learning Support
- Students who do not have ACT subscores of 18 in English, 19 in reading, or 19 in math have the option of taking a placement exam to challenge their ACT scores.

Who does not need testing? Most certificate students over 21, non-degree seeking students, transfer students who have completed a transferrable college level math and English, readmit students who have previously completed a college level math and English or have completed the appropriate levels of Learning Support

Still not sure? Check your Senators Mail email. We will tell you what kind of test is required.

[SUBMIT TRANSCRIPTS](#)

Already graduated high school or have your High School Equivalency (GED/HiSET) diploma? Request that your transcript or HSE scores be sent to Walters State

Not graduated high school yet? Request that your transcripts be sent after graduation

Attended another college or university? Request that all prior college transcripts be sent to Walters State

[IMMUNIZATIONS](#)

All students: Complete a Hepatitis B Form (immunization not required)

All full-time students (enrolled in twelve credit hours or more): Complete the “Immunization Enrollment Requirements” form, which can be found on our website at <http://www.ws.edu/admissions/apply>. Part-time students do not need to complete this form.

[NEW STUDENT ORIENTATION](#)

Who needs to complete orientation? All new, first-time freshman are required to complete on-campus New Student Orientation.

Who is not required to complete orientation? Transfer, readmit, and non-degree seeking students are not required to complete orientation.

How do you sign up for orientation? You may sign up for an on-campus orientation at www.ws.edu/admissions/orientation. You will watch three short videos and click to continue through the content. At the end, you will choose a date, time, and campus for your orientation session.

[ADVISING & REGISTRATION](#)

Who needs to meet with an advisor? All certificate and degree-seeking students are required to meet with an advisor EVERY semester prior to registration.

Registration: If you attend on-campus orientation, you will meet with an advisor and register at orientation.

Transfer and readmit students may schedule an appointment with the Student Success Center advising office to receive advising, registration assistance, and information regarding transfer to a four-year college or university. Non-degree seeking students may also receive registration assistance in this office. Appointments are recommended. You may contact this office at 423.318.2337.

Registration instructions can also be found on the Walters State website at [Admissions Registration](#).

[CONTACT INFORMATION](#)

Enrollment Services _____ 423.585.2685 or 1.800.225.4770, ext. 4 or admissions@ws.edu

Financial Aid _____ 423.585.6811 or 1.800.225.4770, ext. 2

Counseling and Testing (to schedule testing) _____ 423.585.6800 or 1.800.225.4770, ext. 3 Student

Success Center _____ 423.318.2337

Campus Locations:

Morristown Campus _____ 423.585.2600 or 1.800.225.4770

Sevier County Campus _____ 865.774.5801

Greeneville/Greene County Campus _____ 423.798.7940

Claiborne County Campus _____ 423.851.4761

[CHECK YOUR ACCOUNT BALANCE](#)

Make sure your fees are paid by the fee payment deadline! Deadlines are posted in the Timetable of Classes online, on the Cashier’s website, and on StarNet. Please be advised that you will not receive a tuition statement by mail. Even if you think you are receiving financial aid, it is your responsibility to check your account regularly to make sure you have a zero or credit balance by the fee payment deadline.