



Readmission Checklist for Returning Students

The following checklist may be used as an aid to help guide you through the entire enrollment process from readmission application to payment of fees after registration is complete. Feel free to check off items as you complete them.

_____ Complete and submit the application for readmission (no additional fee required). Readmission applications are available at the college campuses in Morristown, Sevierville, Greeneville and Tazewell, in the back of the timetable of classes each semester, or on the college’s website at www.ws.edu (follow “Future Students” link, click on Application for Admission then look for readmitted student section).

_____ Complete and sign a Hepatitis B Immunization form, if you had not previously done so with your original Walters State application. The Hepatitis B shot is **not** required but the completed form must be submitted for acceptance to WSCC, per state law.

_____ Request official transcripts to be mailed to WSCC from any institution you have attended since you were last enrolled at Walters State. Contact the school directly to request the above item(s) or complete and submit a transcript request form available at www.ws.edu/admission/application.asp. The form is also available at any Walters State Campus.

_____ For financial aid information, visit www.ws.edu and click on “Financial Aid” on the left of the screen or call 423-585-6811. Priority deadline for students starting WSCC in the fall is June 30, for spring November 30, and for summer April 30.

_____ Schedule a COMPASS placement test **if required**. Contact the Admissions office at 423-585-2685 if you have questions concerning whether or not testing is required for you at this time. To schedule the exam, please contact Counseling & Testing at 423-585-6800.

_____ As a readmitted student, orientation is not required; however, you may register for an orientation session if you would like a refresher on information regarding Walters State. To register for an on-campus orientation at one of the WSCC campuses located in Morristown, Sevierville, or Greeneville visit www.ws.edu/admission/orientation/. You may also complete orientation online at <http://orientation.ws.edu>.

_____ Meet with an academic advisor to get cleared to register for classes. Contact the academic division of your major or contact the Student Success Center (423-318-2337) for a referral to the appropriate office.

Academic Divisions:

- Behavioral & Social Sciences (Psychology, Education, History, etc.)423-585-2633
- Business (Culinary, Accounting, Paralegal Studies, Business, etc.)423-585-6972
- Health Programs (Nursing, Health Information Technology, PTA, etc.)423-585-6981
- Humanities (Journalism, Theatre, English, Foreign Languages, etc.)423-585-6947
- Mathematics (Engineering, Mathematics Education/Statistics)423-585-6864
- Public Safety (Basic Law Enforcement, Paramedic, Criminal Justice)423-585-2671
- Natural Science (Pre-Professional Programs, Chemistry, Physics, etc.)423-585-6865
- Technical Education (Computer Science, Electronics, Agriculture, etc.)423-585-2644
- Undecided/General 423-585-2633 or 423-585-6947
- Sevier County Campus865-774-5801
- Greeneville/Greene County Campus423-798-7940
- Claiborne Campus423-851-4761

_____ Log on to StarNET to register for classes or register in the Student Success Center. Registration instructions may be found in the *Timetable of Classes*.

_____ Pay your fees by the deadline posted in the *Timetable of Classes*. NOTE: If you receive financial aid, check your StarNET account to make certain aid has been posted before the fee payment deadline – **Don’t have your schedule deleted!**