

# BUSINESS COLLEGE ENROLLMENT CHECKLIST

FOLLOW THESE STEPS TO GET STARTED ON YOUR DEGREE

Any time is back-to-school time at WGU! Here's your step-by-step guide to completing the application and enrollment processes. Programs start the first day of every month. Talk to your Enrollment Counselor about deadlines; they'll help you every step of the way.

## ❑ Apply for Admission

Apply online! Go to [wgu.edu/apply](http://wgu.edu/apply).

## ❑ Submit Transcripts

If you have attended another post-secondary institution, have official transcripts sent directly to WGU, either electronically or by mail. Plan ahead, because it can take a few weeks to process your request. Transcripts should be submitted by the first day of the month before your intended start date. Learn more at [wgu.edu/transfer](http://wgu.edu/transfer).

## ❑ Create Your WGU Student Account and Apply for Financial Aid

Create your WGU student account through the link at [wgu.edu/enrollment](http://wgu.edu/enrollment). This will give you access to the WGU Student Portal, which you will need to access in order to complete the financial aid process and/or make your first tuition payment.

If you plan to use federal financial aid, you should begin that process as soon as possible. Find a step-by-step guide to the financial aid process at [wgu.edu/financialaid](http://wgu.edu/financialaid).

## ❑ Interview with your Enrollment Counselor

If you haven't already done so, complete an intake interview with a WGU Enrollment Counselor ([866.225.5948](tel:866.225.5948)). It should take about 20–30 minutes.

## ❑ Arrange Tuition Payments

Your first tuition payment is due by the 22nd of the month before your intended start date.

## ❑ Complete Orientation

The orientation course will acquaint you with WGU's unique competency-based academic approach and link you to the various learning resources you'll use throughout your degree program.

## ❑ Begin Your Degree Program

During orientation, you'll begin working with your Program Mentor to draft your individualized degree plan. You're on your way!

## Special Admission Requirements for WGU's Business Programs

❑ Submit a transcript of your bachelor's degree from a regionally or nationally accredited institution.

❑ Submit a résumé demonstrating at least three years of significant professional experience.

**WGU** 

FOR MORE DETAILS  
[866.225.5948](tel:866.225.5948)  
[wgu.edu/enrollment](http://wgu.edu/enrollment)