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). 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!