

Appendix A – WSC Application Instructions

Students applying to Wayne State College (WSC) for Dual Credit.

We need to start the process by having you apply to WSC as a Dual Credit Student.

Please note, if you have already applied to WSC as a freshman, you will need to complete a new application as a Dual Credit student.

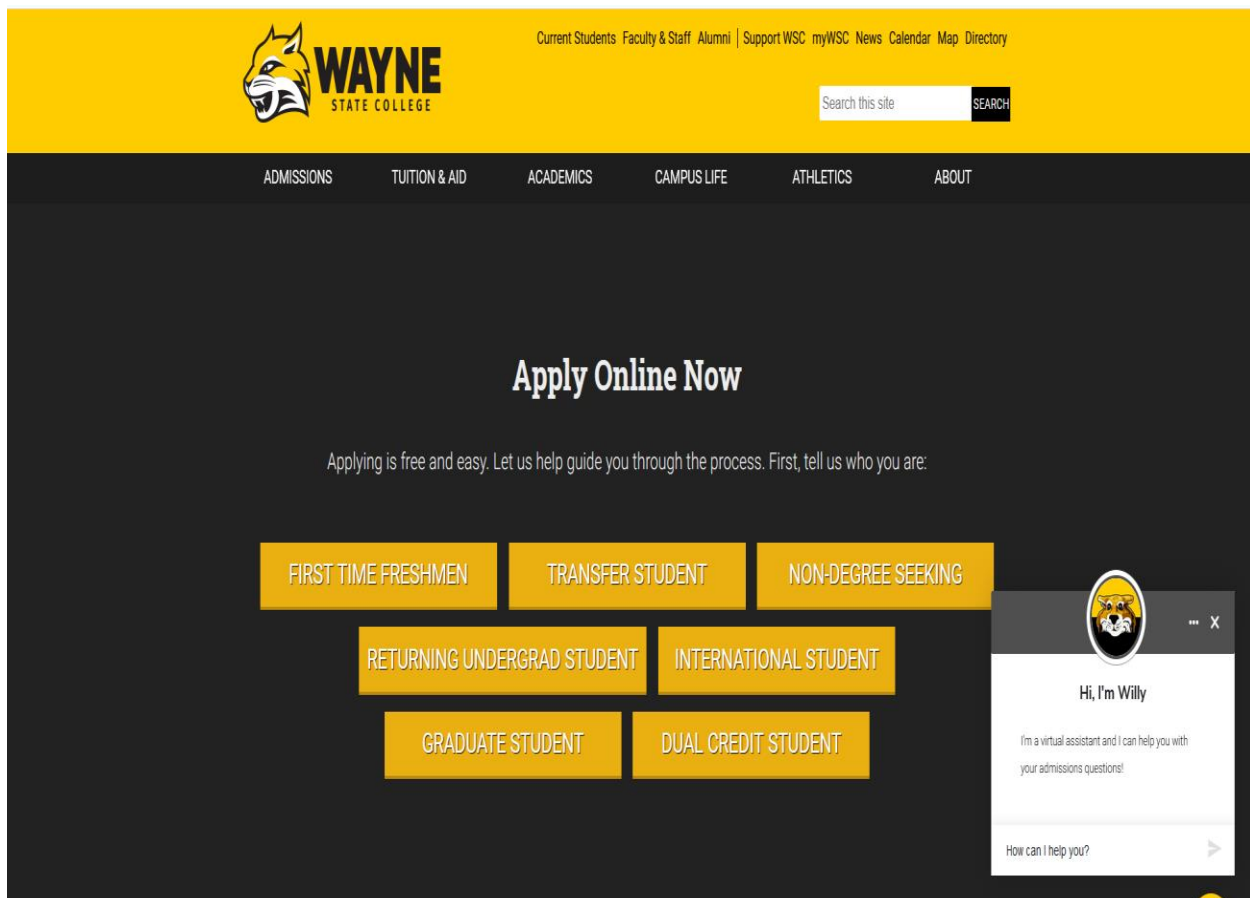
Or

If you intend to apply to WSC as a freshman, you will need to complete a new first-time freshmen application.

Please feel free to contact the Office of Admissions with any questions you may have regarding the application process, call us at 402-375-7234.

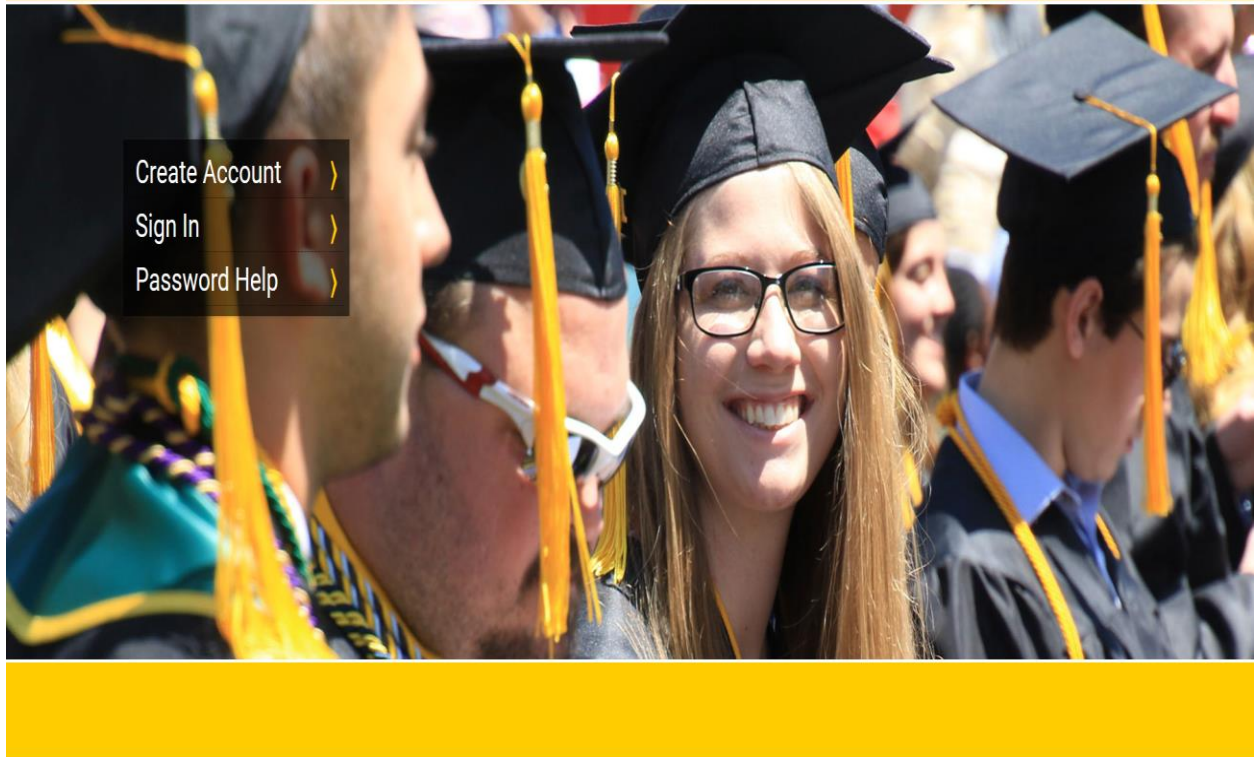
Ready to apply?

Go to www.wsc.edu/apply - You will see the screen below.



The screenshot shows the Wayne State College website's application page. At the top, there is a yellow header with the Wayne State College logo on the left and navigation links (Current Students, Faculty & Staff, Alumni, Support WSC, myWSC, News, Calendar, Map, Directory) on the right. Below the header is a dark navigation bar with links for ADMISSIONS, TUITION & AID, ACADEMICS, CAMPUS LIFE, ATHLETICS, and ABOUT. The main content area is dark and features the text "Apply Online Now" in large white font. Below this, it says "Applying is free and easy. Let us help guide you through the process. First, tell us who you are:". There are several yellow buttons for selection: FIRST TIME FRESHMEN, TRANSFER STUDENT, NON-DEGREE SEEKING, RETURNING UNDERGRAD STUDENT, INTERNATIONAL STUDENT, GRADUATE STUDENT, and DUAL CREDIT STUDENT. On the right side, there is a chat window for a virtual assistant named Willy, with the text "Hi, I'm Willy", "I'm a virtual assistant and I can help you with your admissions questions!", and a text input field with a submit button.

Choose Dual Credit Student.



As a Dual Credit student you could be applying each semester, so create a username and password and keep it as your WSC “application” log in. You will be able use this username and password each time you need to add an application for your next Dual Credit Semester or applying as a new freshman during your senior year of high school.

If you have not previously applied to WSC let’s begin by clicking “Create Account”, where you will create your username and password. Please keep it for future use.

If you have previously applied to WSC and know your username and password, please click “Sign In”.

If you do not remember the username or password, click on “Create Account” and create a new username and password and keeping it for future use.



[Home](#) » Create Wayne State College Application Account


Create Wayne State College Application Account

Wayne State College Application Username

Email Address

Password

Confirm Password

I'm not a robot 
reCAPTCHA
[Privacy](#) - [Terms](#)

CREATE ACCOUNT

PASSWORD REQUIREMENTS

Passwords must be at least 8 characters in length and contain at least 3 of the following 4 types of characters:

- uppercase letter
- lowercase letter
- number
- special character from the following sequence
! " # \$ % & ' () * + , - . / : ; < = > ? @ [\] ^ _ ` { } ~

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Create a Username and Password.

Check the box “I’m not a robot”. You may need to click some photos.

Click “Create Account”.



[Home](#) » Application for Admission

Application for Admission

Registration Successful! Please use your credentials to log in.

Application Username

Password

SIGN IN

[Forgot Password](#)

[Recover Application Username](#)

Enter the password you created on the previous page and click Sign In.

Personal Information

Personal Information » [Date of Birth](#) » [Mailing Address](#) » [Emergency Contact](#) » [Ethnicity](#) » [Citizenship](#)

LET'S GET STARTED

Legal Name

First Name*	<input type="text" value="Willy"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text" value="Wildcat"/>
Suffix	<input type="text"/>

APPLICANT TYPE

Which option best describes you?*

- I am currently attending a US High School.
- I graduated from a US High School.
- I earned a Bachelor's or Master's degree from a 4-year institution in the US.
- I am an International student.

Applicant Type*

DUAL CREDIT

A current high school student taking Wayne State College courses offered at their high school for dual credit.

Enter Complete Legal Name

Under the question **Which option best describes you?** click "I am currently attending a US High School".

Applicant Type choose from the dropdown "Dual Credit."

Click Next.

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Date of Birth

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Date of Birth*

Legal Sex*

PREVIOUS/FORMER NAME

First Name

Last Name

SAVE

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[* *]



Enter birth date in the month/day/year format.

Choose Legal Sex.

Enter any previous or former name if applicable.


Click Next.

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Mailing Address

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MAILING ADDRESS

Country*	<input type="text" value="United States"/>		
Street Address 1*	<input type="text" value="1111 Main St"/>	Street Address 2	<input type="text"/>
City*	<input type="text" value="Wayne"/>	State*	<input type="text" value="Nebraska"/>
Zip*	<input type="text" value="68787-1181"/> 		
Phone Type*	<input type="text" value="Home"/>	Phone Number*	<input type="text" value="402/375-7075"/>
Alt Phone Type	<input type="text"/>		
Email*	<input type="text" value="kajanke1@wsc.edu"/>		
Have you lived in Nebraska longer than 6 months?*			
<input type="radio"/> Yes			
<input type="radio"/> No			

<input type="button" value="SAVE"/>	<input type="button" value="EXIT"/>	<input type="button" value="BACK"/>	<input type="button" value="NEXT"/>
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Enter Mailing Address, phone type and number.

Answer question "Have you lived in Nebraska longer than 6 months?"

Click Next.

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Parent/Guardian 1

[Personal Information](#) » [Date of Birth](#) » [Mailing Address](#) » Parent/Guardian 1 » [Parent/Guardian 2](#) » [Ethnicity](#) » [Citizenship](#)

FIRST PARENT/GUARDIAN INFORMATION

First Name*	Last Name*
<input type="text" value="Mom"/>	<input type="text" value="Wildcat"/>
Is this parent/guardian address the same as yours?*	
<input type="text" value="No"/>	

PARENT/GUARDIAN ADDRESS

Country	<input type="text" value="United States"/>
Street 1	Street 2
<input type="text"/>	<input type="text"/>
City	State
<input type="text"/>	<input type="text"/>
Zip	<input type="text"/>

PARENT/GUARDIAN PHONE/EMAIL

Phone*	<input type="text" value="4023757076"/>
Email*	<input type="text" value="amalbre1@wsc.edu"/>

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Please note this information will also serve as your Emergency contact.

Upon completion of "Is this parent/guardian address the same as yours?" question the address and phone/email section will appear. If you answered yes it will show your address, if you answered no you will be able to enter the address info.

Enter Phone and Email.

Click Next.

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Parent/Guardian 2

[Personal Information](#) » [Date of Birth](#) » [Mailing Address](#) » [Parent/Guardian 1](#) » Parent/Guardian 2 » [Ethnicity](#) » [Citizenship](#)

SECOND PARENT/GUARDIAN INFORMATION

First Name

Last Name

Is this parent/guardian address the same as yours?

SAVE

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This section is not required, however if you choose to provide this information it will be a repeat of Parent/Guardian 1.

Upon completion or non-completion of this screen – Click Next.



[SignOut](#)

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Ethnicity

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ETHNICITY

Ethnic Background

- Hispanic
- Not Hispanic

Ethnic Group

- White/Caucasian
- Black/African American
- Asian
- American Indian/Alaska Native
- Native Hawaiian/Other Pacific Islander

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This page is optional to complete.

Click Next.

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Citizenship

[Personal Information](#) » [Date of Birth](#) » [Mailing Address](#) » [Parent/Guardian 1](#) » [Parent/Guardian 2](#) » [Ethnicity](#) » **Citizenship**

CITIZENSHIP

Citizenship Status*

Do you wish to provide your Social Security Number*

- Yes
 No

Social Security Number*

US CITIZEN / US NATIONAL

For the purpose of complying with Neb. Rev. Stat. 4-114, you hereby attest that your response and the information provided on this form and any related application for public benefits are true, complete and accurate and you understand that this information may be used to verify your lawful presence in the United States.

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Enter Citizenship Status.

If you are not a US Citizen choose Non US Citizen and complete the following 3 fields – Birth City, Country of Citizenship and Status.

Enter Social Security Number. If you choose not to provide your Social Security Number please click “No” and read the documentation. *Please note that you will be requested to send your Social Security Number at a later time in order to receive the 1098T form for tax purposes.*

Click Next.



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Additional Information

Additional Information

ADDITIONAL INFORMATION

Have either of your parents received a Bachelor's Degree?

- Yes
- No

Have you, your spouse or a parent served in the military?*

- Yes
- No

Are you eligible for a national service education award from the National Service Trust, a.k.a. AmeriCorps?

- Yes
- No

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Click Next.



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Academics

Which term would you like to apply for?*

Fall 2023

Major*

Dual Credit

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Which semester would you like to apply for?

Major – choose “Dual Credit”.

Click Next.



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Education History

Education History » [High School](#) » [Dual Credit](#)

Indicate which College Placement Exams you have taken and will report on this application. Check all that apply.

- ACT
- SAT

SAVE

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If you have not taken the ACT or SAT – **DO NOT** click either one.

Click Next.



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High School

[Education History](#) » High School

HIGH SCHOOL INFORMATION

High School Type*

High School Country*

High School State*

High School Search (If you can't find your high school, select UNLISTED)*

Graduation Date*

High School GPA
 Check if you do not have your GPA

GPA Scale* GPA*

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High School Type: enter US High School

High School Country: Enter United States

High School State: enter Nebraska.

High School Search: type the name of the city/town of your high school

Graduation Date: enter month/year

Enter GPA Scale and GPA

Click Next.



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Dual Credit

[Education History](#) » [High School](#) » Dual Credit

DUAL CREDIT

Have you previously taken WSC courses?*

- Yes
 No

Have you applied or do you intend to apply for the ACE scholarship?*

- Yes
 No

Dual Credit Courses*

- History of US Gen Studies
 Human Dev & Cognition
 Intro to Prof Education
 Calculus
 World History
 Applied Probability & Statistics & Lab
 General Physics I
 Composition Skills
 PK-12 Instructional Design
 Topics in Literature
 Principles of Human Comm
 Discover Astronomy

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I hereby give permission for Wayne State College to release academic information regarding my dual credit enrollment to Wayne State College to my parent(s)/guardian(s) and high school of record.*

- Yes
 No

SAVE

EXIT

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NEXT

All fields are required, however the Dual Credit Courses section can have more than one item selected.

Click Next.

Review

APPLICATION SUMMARY

If the information below is incorrect, go back to make any changes. Be sure to choose NEXT to save.

First Name Willy	Middle Name
Last Name Wildcat	Suffix
Date of Birth 2005-07-14	Legal Sex Male
Address 1 1111 Main St	Address 2
City Wayne	State Nebraska
Zip 68787-1181	Country United States
Phone Number 4023757075	Email kajanke1@wsc.edu
High School Grand Island Sr High School, Grand Island, NE	Graduation Date 2024-05-01

PROGRAM INFORMATION

Applicant Type	Dual Credit
Term	Fall 2022
Major	Dual Credit

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Review that everything is correct. To make any correction click the Back button until you come to the screen you need to make the change.

Click Next.



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Confirm and Submit

CERTIFICATION

All documents submitted to Wayne State College for admission purposes become the property of the College. Documents will not be released to students nor will they be forwarded to other educational institutions or agencies.

Certification Statement

I certify that the information on this application is complete, accurate, and factually correct. I understand that it is my responsibility to request that official transcripts be sent directly to WSC from each academic institution I have attended. I also understand that information withheld or misrepresented in my application for admission may make me ineligible for admission and/or enrollment and any related application for public benefits are true, complete and accurate. I understand that this information may be used to verify my lawful presence in the United States. I agree to abide by the policies and regulations of the Nebraska State College System.

I Agree (No changes can be made once submitted)*

SAVE

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SUBMIT

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Certification – please read the statement and check the box “I Agree”.

Click Submit.

Please watch the email address you applied with for acknowledgement of your application and an email that contains your Nebraska Users Identity (NUID). Also a Welcome email, which will include details regarding your WSC username and steps to create your WSC password will be sent once you have been enrolled in the course.