

TRANSIENT STUDENT ENROLLMENT INFORMATION

Summer Semester 2014

TRANSIENT STUDENT ENROLLMENT PROCESS FOR SUMMER CLASSES AT WALLACE COMMUNITY COLLEGE SELMA

1. Go to the wccs.edu website.
2. Click on Admissions. Click on Online Application. Create user name account and password. **Complete** the application including high school information. If you are currently attending college, be sure to select the college you are attending.
3. Select undeclared degree and transient student.
4. Mail your Transient form from your adviser or fax it to 334-876-9300 to the attention of Mrs. Connie E Hudson. If you do not have your Transient form, see your adviser and begin the process of obtaining your Transient form. Transient form will be due to Student Services by June 14th if you are a full-session and/or first mini-session student. Spring Second Mini Session will begin Tuesday, July 2, 2014, and Transient forms will be due no later than July 22, 2014. *Please check your college website to see if you can complete the form online and then print it out. Some colleges are allowing students to complete the transient form without going to the adviser's office.* Student records will be placed on hold if Transient form is not received by deadlines stated.
5. After your application is in our system, you will be e-mailed by Mrs. Connie E. Hudson regarding the classes you wish to take. Or, you may call her at 334-876-9266 regarding classes.
6. Classes for the full session and first mini-session begin Tuesday, May 27, 2014. All registration requirements must be completed before this date.

Be sure you have completed the following for summer semester 2014:

- a. Application
- b. ID – if you do not present your picture identification in person, you will need to have a copy notarized and mailed to the Office of Student Services, WCCS, P O Box 2530, Selma, AL 36701.
- c. Transient form. See your adviser to obtain this form. *Please check your college website to see if you can complete the form online and then print it out. Some colleges are allowing students to complete the transient form without going to the adviser's office.*

READMISSION APPLICATION

If you have previously attended Wallace Community College Selma, you must complete the Readmission Application. Go the wccs.edu website. Click on Application for Readmission and complete the application. Or, you may fax the Readmission Application to 334-876-9300 (attention Mrs. Connie Hudson) or mail it to Admissions/Records, WCCS-Mrs. Hudson, P O Box 2530, Selma, AL 36702.

You must see your adviser and obtain your Transient form and fax or mail it. *Please check your college website to see if you can complete the form online and then print it out. Some colleges are allowing students to complete the transient form without going to the adviser's office.* The fax number is 334-876-9300. The address is WCCS, Attn: Connie E Hudson, P O Box 2530, Selma, AL 36702.

Be sure you have completed the following for summer semester 2014:

- a. Readmission Application
- b. Transient form. See your adviser to obtain this form. *Please check your college website to see if you can complete the form online and then print it out. Some colleges are allowing students to complete the transient form without going to the adviser's office.*
- c. If you have questions, please contact Mrs. Connie E Hudson at 334-876-9266.