

# ADMISSION AND ENROLLMENT

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## Admission

Washburn Tech Admissions staff along with Program Navigators and Advisors in Student Services at Washburn Tech offer many services for applicants and current students. An established application process makes for seamless transition from admission to enrollment. Easy access to technical education is possible due to August and January start dates for many programs and courses.

Admissions counselors are available to assist applicants through the application and enrollment processes. They are skilled in providing professional assistance to both traditional and non-traditional students. Of the current, approximately 1,200 students, almost half are adult students re-entering the classroom environment. Washburn Tech Program Navigators and Advisors monitor and support our students as they progress through their programs of study. Students in need of accommodations must apply through the Office of Student Accommodation Services.

## Enrollment Process

Applicants who wish to apply for admission to Washburn Tech need to have the abilities necessary to benefit from instruction in a particular occupational field. Prospective students are required to meet assessment requirement for their desired technical program before they are eligible to enroll. Typically, this requirement is satisfied with the Accuplacer entrance examination. Applicants may only enroll in one technical program at a time. Exceptions to this may be considered upon special request to Student Services. Applicants who have alternative tests scores such as ACT, ASSET, SAT, TABE, or prior college work (including earned Bachelors/Associates degrees should consult with an admissions counselor or advisor to determine if they are qualified for their chosen technical program. Students must be enrolled no later than the beginning of the 3<sup>rd</sup> day of class. Exceptions are at the discretion of the Associate Director of Tech Admissions.