

How Do I Feel About My College Courses?

I feel ready.

- I have the reading, writing, computing and math skills to do well.
- I have the self-discipline to get everything done – on time.
- I have the social skills to ask for help when I need it.
- I have developed a study group to help me.
- I regularly check in with my teachers and advisors about my progress.
- I keep up with what is going on at the college by checking up on Mustang Cruiser.
- I have a better idea of what the courses I would like to take next semester and the courses to avoid.

What do I do when I need out of my college course?

- Make sure you talk to your teacher before you drop. You may not need to drop the course.
- Tell your high school counselor of your decision. You may need your college course to graduate from high school.
- Drop before the drop course deadline – Don't put off the paper work after you make the informed decision.
- Complete the proper paper work and double check that you have completed everything required.
- If the course is not dropped by the college deadline a failing grade will be transcribed.

This course isn't what I expected.

- Don't Panic or quit at the first sign of trouble.
- Collect your thoughts and concerns and ask your teacher for help.
- Develop a student study group from the class. Make sure to invite that annoying smart kid.
- Use the student support services from both the high school and college – They do want to help you.

College Enrollment Process For High School Students



College Glossary of Terms

- Accreditation** - An accrediting organization that confirms a college meets an acceptable standard with its education programs. WWCC is accredited with the Higher Learning Commission.
- Advanced Placement (AP)** - AP courses are college-level courses taught in some high schools. AP students often take national AP exams for placement purposes in college and/or for testing out of certain college requirements. Students can earn college credits at Colleges and Universities for receiving certain scores on the AP exams.
- Age Waivers** - Allows eligible students under the age of 16 to register for college courses.
- Catalog** - the College Catalog is published online once per year. It contains all policies, guidelines, curriculum requirements for all programs of study and course descriptions effective for the academic year.
- College Credit Hour** - a college unit of measure representing academic progress. College credits are applied toward the hours needed for completing a degree, certificate, or other formal award.
- Major** - part of a degree program listing a specified group of courses in a discipline(s) or field(s). A Major usually consists of 25% or more of total hours required in an undergraduate curriculum.
- Electives** - selected courses outside a student's major. Each program/curriculum requires a certain number of elective courses to complete their degree or certificate.
- Prerequisite** - a course that must be successfully completed before a student is eligible to enroll in the next course in a sequence (Ex. English 1010 is a prerequisite for English 1020).
- Syllabus** - an outline or a summary of a college class. Syllabus includes a calendar of lectures/activities, course objectives, required and supplemental texts, grading procedures, etc.
- Transcript** - This is the official document containing the record of a student's academic performance.
- Withdrawal** - the action where a student officially "drops" a course (or courses) from his/her schedule of courses by using the institution's approved procedures within the designated deadlines.

The Traditional Process to Become a College Student

- **Admission** - Student applies to attend college.
- **Placement testing** - student takes academic tests that determine what courses they are eligible to enroll according to their academic skills.
- **New Student orientation** - an introduction for students and parents learn the processes, requirements, and responsibilities of dual and concurrent programs.
- **Registration** - scheduling courses after a student is admitted and taken placement tests.
- **Payment of tuition and fees** - Tuition cost of courses taken. Fees additional costs for specific courses or use of college equipment and services.
- **Financial Aid** - Monetary help students receive to attend college. Scholarships and Grants (awards students don't have to pay back) and Loans (students pay back with interest) are the most common financial aid students receive.

Additional Information:

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Inquiries concerning Title VI, Title IX, Section 504, ADA, and other related laws may be referred to the V.P. for Administrative Services, WWCC Administrative Offices, P.O. Box 428, Rock Springs, Wyoming 82902-0428, (307) 382-1609; or Office for Civil Rights, Denver Office, U.S. Department of Education, Cesar E. Chavez Memorial Building, Suite 310, 1244 Speer Avenue Blvd., Denver, CO 80204-3582, (303) 844-5695, FAX (303) 844-4303 or TDD (303) 844-3417 or the Wyoming Labor Standards Department, 1510 East Pershing Blvd., Cheyenne, Wyoming 82002 (307) 777-7261.

In partnership with your local school district, high school and BOCES, Western Wyoming Community College is able to provide you the opportunity to take college courses in one or more of the following formats:

- **Concurrent Courses** - college courses are taught in your high school
- **Dual Courses** - you take courses directly from Western on campus or online

All partners pledge their student support services to help ensure your success

Steps to Enroll in Western Wyoming Community College Courses while in High School.

Paw Prints: Steps within the High School
Hoof Prints: Steps with WWCC

Step 1 Am I ready for college?

We suggest you read *Why College Now.* (available from your college counselor)

We then suggest you consult with:
Your Parents
Your Counselor
Subject Area Teacher
Make sure you get honest advice!

Step 2 When you have support from your parents and teachers, contact your high school counselor. Your Check List for success:

- Am I ready? Does taking college courses early help me start my career?
- Will the courses help towards HS graduation?
- Will the courses I selected transfer where I plan to attend college?
- Which type of college courses best suit me? Dual or Concurrent courses?

Step 3 Have I met college requirements?

Your high school counselor can help you with this step but realize that you are meeting college requirements with this step.

- Do I have the required academic skills according to ACT or COMPASS scores?
- Have I completed the prerequisites?

ACT Exam: A scheduled test that measures a student's college readiness in English, mathematics, reading and science reasoning. The ACT is scored on a scale of 1 to 36 for each of the four areas. The four subject area scores are averaged to create a Composite Score. Scores needed to enroll in college level courses:

ENGL 1010 - ACT 21
MATH 1000 - ACT 21
MATH 1400 - ACT 23

COMPASS Test: A placement test WWCC uses in conjunction with the ACT Exam to ensure students are ready for college level courses. This test is frequently given at the College. Call 382-1660 to schedule the COMPASS.

English 1010 - COMPASS 75 + English
71 + Reading
Math 1000 - COMPASS 40 + Algebra
Math 1400 - COMPASS 66 + Algebra

Step 4 Begin the paper work

- Read and fill out forms completely.
- Ask if you need an age waiver form.
- If you become a full time student by taking 12 or more credit hours - you will be required to attend a special orientation program for high school students.

Concurrent Courses Taught at your High School

- You will receive your Registration Forms in class.
- Return all forms properly signed to your teacher.
- You will receive your textbooks and other materials from your teacher.
- Your school may require you to attend an orientation session. Be sure you attend to ensure that you understand procedures you will have to follow as a high school college student.

Dual Courses Taught at WWCC or Online

- Pick up your Registration form from your high school counselor or at a local WWCC location.
- Return all properly signed forms to the place you picked up your forms.
- Keep your registration forms. Note course beginning and ending date.
- Attend the required college orientation class for high school students
- Coordinate with your high school to obtain your textbooks.

College Student Classifications

- Full Time - Enrolled in 12+ Credit Hours
- Part-time - Enrolled in 11 or Fewer Credit Hours.
- Concurrent - High School Student enrolled in WWCC Courses taught at the high school.
- Dual - High School Student enrolled in WWCC Courses receiving credit in both schools.
- Jump Start - High School Students take college courses directly from the college at their own expense. The student will only receive college credit.
- Online/Distance - Student who takes courses exclusively on the internet.

Welcome To College!!!

Important stuff to remember.

- You are creating a college transcript - Do your best
- You have to operate on two different schedules - High School and College - Pay attention to both
- Class attendance is critical in college - Be there - On time - Prepared
- It is expected that for every hour you spend in a college course, you complete two hours of homework.
- College deadlines are more rigid than in high school - do assignments on time.

WWCC College Degrees

- **Certificates** - an award certifying the completion of course work in a skill field. One and two year certificates are available.
- **Associate of Arts/Science/Applied Science/Fine Art/Nursing Degrees** - Two year degrees within certain academic areas, awarded to students who plan to transfer to four year institutions, professional schools, or to enter the workforce as a skilled professional.