

# 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](https://wgu.edu/apply)

## **Gather and Send Transcripts**

At WGU we are committed to decreasing the barriers to starting school. That is why we are working with a large group of education institutions to request and gather transcripts for you, free of additional fees and time.

The process is simple—during the application you will:

1. Add in all the information about your previous education institutions.
  2. The free transcript service will let you know if any of your institutions do not participate in their program. If an institution does not participate, you will need to request that transcript independently. Currently several thousand institutions do participate in the free transcript service, but there may be some that do not.
  3. You will then be asked if you would like to use the free transcript service to gather transcripts from previous institutions.
  4. You will check "yes" if you are interested in this service.
  5. For participating institutions, your transcripts will be gathered and submitted to WGU with no additional work or cost on your end.
  6. If you opt out or have a previous institution that does not participate in the free transcript service, you will need to arrange to have your official transcripts sent to WGU. This can be done 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](https://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](https://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](https://wgu.edu/financialaid).

## **Complete Commit to Start Documents**

Complete your Commit to Start Documents to finalize your enrollment. This can be done by speaking with an WGU Enrollment Counselor or completing a self-guided, web-based experience. It should take about 20–30 minutes.

## **Arrange Tuition Payments**

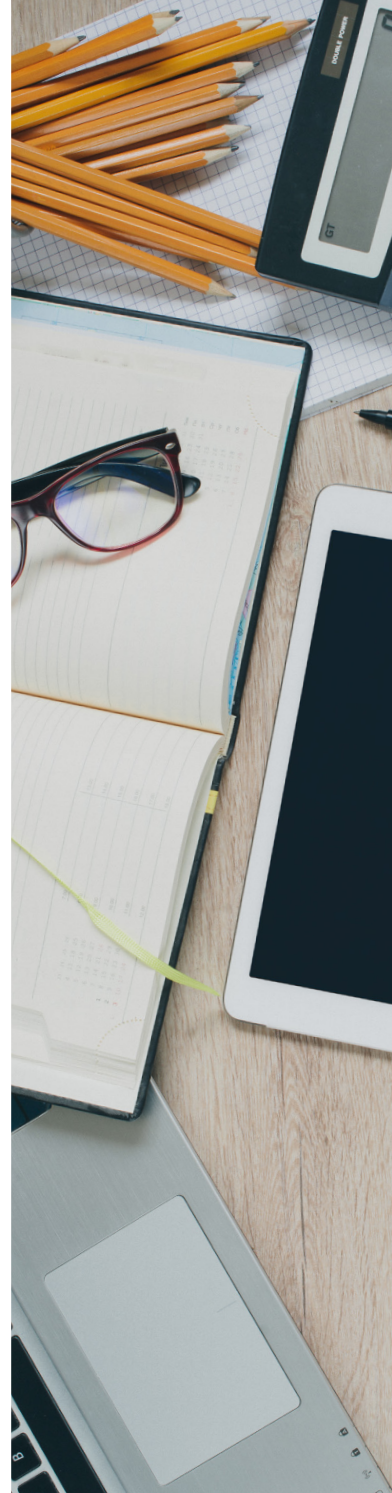
Your first tuition payment is due by the 22nd of the month before your intended start date.

## **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!



**WGU**

**FOR MORE DETAILS**  
866.225.5948  
[wgu.edu/enrollment](https://wgu.edu/enrollment)