General Admissions Application
(No application fee is required.)

New Martinsville
141 Main Street
New Martinsville, WV 26155-1211
(304) 455-4684

Weirton
150 Park Avenue
Weirton, WV 26062-3797
(304) 723-2210

Wheeling
1704 Market Street
Wheeling, WV 26003-3643
(304) 233-5900

Apply online at:
http://www.wvncc.edu/potential-students/apply-online/79

Equal Opportunity Policy West Virginia Northern Community College, pursuant to the requirements of Titles IV, VI, VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, does not discriminate against applicants, employees, or students on the basis of race, color, religion, sex, disability, age, gender, ancestry, marital or parental status or national origin in its employment policies and/or educational programs or activities, including admissions to such.

Inquiries concerning this rule should be directed to Chief Human Resource Officer Peggy Carmichael, who is designated coordinator for Title IX and Section 504. Her telephone number is 304-214-8901 and her office is located in Room 125-B, B&O Building, Wheeling campus. Her email address is pcarmichael@wvncc.edu.
West Virginia Northern Community College is an "open admissions" college, admitting all students but not necessarily into a program of immediate admission. The following items are to be submitted by all applicants:

- A.A. - Associate in Arts
- A.S. - Associate in Science
- A.A.S. - Associate in Applied Science
- C.A.S. - Certificate in Applied Science

### TRANSFER PROGRAMS/AGREEMENT

- **100** Associate in Arts, A.A.
  - 113 English Concentration
  - 108 History Concentration
  - 119 Psychology Concentration
  - 117 Social Science Concentration.
  - 101 Elementary Education 2+2, (Transfer to WLUI)
  - 129 Pre-Elementary Education 2+2 (Transfer to Bethany College)
  - 131 Pre-Social Work 2+2 (Transfer to Bethany College)
  - 165 Pre-Psychology 2+2 (Transfer to WJU)
  - 114 Social Work 2+2, (Transfer to FUS)
  - 116 Social Work 2+2, (Transfer to WVU)

- **102** Associate in Science, A.S.
  - 104 Business Administration Option
  - 130 Accounting/Business Administration Option 2+2 (Transfer to FUS)
  - 112 Business Administration Option 2+2 (Transfer to WLUI)
  - 127 Business Administration Computer Information Systems Specialization 2+2, A.A.S. (Transfer to WLUI)
  - 135 Business Studies, Business Administration 2+2, A.A.S. (Transfer to FUS)
  - 118 Computer Information Technology 2+2, A.A.S. (Transfer to WJU)
  - 237 Criminal Justice 2+2, A.A.S. (Transfer to WLU)
  - 140 Pre-Psychology with Social Work 2+2, A.A.S. (Transfer to WLUI)
  - 133 Pre-Secondary Teacher Education English Specialization 2+2, A.A.S. (Transfer to WLUI)
  - 145 Pre-Teacher Education Specialization in Social Studies 2+2, A.A.S. (Transfer to WLUI)
  - 149 Bus/Accctg 2+2 (Transfer to WVU-IT)

- **330** Transfer Agreement: Early Childhood Education (Transfer to FUS [not Financial Aid eligible])

### BUSINESS PROGRAMS

- **Business Studies, A.A.S.**
  - 120 Accounting Option
  - 121 Business Administration Option
  - 122 Executive Administrative Assistant Option

- **Business Career Studies, C.A.S.**
  - 156 Business Office Option
  - 152 Legal Office Option
  - 158 Small Business Management Option

- **Computer Information Technology, A.A.S.**
  - 132 Networking Microsoft
  - 134 Microsoft Applications/Support Desk
  - 178 System Development

- **Computer Information Technology, C.A.S.**
  - 139 Cisco Networking
  - 355 A+ Computer Repair
  - 360 Microsoft Applications

- **Paralegal Studies**
  - 400 Paralegal, A.A.S.
  - 425 Paralegal, C.A.S.

### PUBLIC SERVICE

- **234** Criminal Justice, A.A.S.
- **324** Human Services, A.A.S.
- **329** Human Services, Early Childhood: Care and Education Option, A.A.S.

### HEALTH SCIENCES

- **260** Patient Care Technician, C.A.S. (may choose secondary major)
  - 148P Radiography, AAS (at WVNCCh)*
  - 250P Nursing (Registered), A.A.S.
  - 258P Health Information Technology, A.A.S. *
  - 257P Surgical Technology, A.A.S. *

- **144** Medical Billing and Coding Specialist, C.A.S.

- **163** Medical Assisting, Administrative Medical Assistant, C.A.S.
  *These areas of study have an additional Health Science application and $25 service fee. See College website for details.

### TECHNOLOGIES

- **229** Appliance Repair, C.A.S.
- **322** Culinary Arts, A.A.S.
- **323** Culinary Arts, C.A.S.
- **243** Industrial Maintenance Technology, C.A.S.
- **201** Mechatronics, AAS
- **267** Petroleum Technology, A.A.S.
- **269** Petroleum Technology, C.A.S.

- **228** Refrigeration, Air Conditioning, and Heating, A.A.S.

### OCCUPATIONAL DEVELOPMENT

- **203** Building and Construction Trades, A.A.S.
- **204** Child Development Specialist, A.A.S.
- **401** Firefighters, A.A.S.
- **458** Law Enforcement Training, A.A.S.
- **402** Plumbers and Steamfitters, A.A.S.
- **405** Weirton Steel Corporation Craft Trades, A.A.S.

### TECHNICAL STUDIES

- **451** Child and Family Specialist, A.A.S.
- **457** Fiber Optics/Communications, A.A.S.
- **456** Technical Studies, A.A.S.

### INDIVIDUALIZED STUDIES

- **445** Board of Governor's Associate in Applied Science Degree Completion Program

### ONLINE PROGRAMS

(Online programs require all developmental education courses be completed prior to admission)

- **100W** Associate in Arts
- **102W** Associate in Science
- **121W** Business Studies: Business Administration, A.A.S.
- **158W** Business Career Studies: Small Business Management, C.A.S.
- **360W** CIT: Microsoft Applications, C.A.S.

### OTHER

- **161Q** Clinical Medical Assistant, A.A.S. (Adm. Med. Asst. graduates only)*
- **888** Personal Interest
  - Not Financial Aid eligible
- **254** Radiologic Technology, A.A.S. (degree completion only)

### ADMISSIONS INFORMATION

**GENERAL ADMISSION POLICY:** West Virginia Northern Community College is an "open admissions" college, admitting all students but not necessarily into a program of immediate choice. Early entrance and continuing education applicants should request specific applications.

**ADMISSION PROCEDURES:** The following items are to be submitted by all applicants:

- West Virginia Northern Community College application form.
- Standardized placement test scores, if available. (i.e.: ACT, SAT, COMPASS Scores)
- High school transcript and/or GED™ or TASC scores- IMPORTANT: Applicants who graduated from high school or passed their GED™ or TASC more than five (5) years prior to admission and/or have earned 30 or more semester hours of credit at a regionally accredited institution are exempt from this requirement.
- Official transcripts from all postsecondary educational institutions previously attended, sent directly from the Registrar's office of the previous institution or institutions.

### IMPORTANT INFORMATION FOR ALL STUDENTS: If you have ever been convicted of a felony or misdemeanor for any reason, State or National credentialing boards may deny you a license, or agencies which do criminal background checks on potential employees (or student interns) may deny you employment or placement in certain settings, even if you have completed all academic requirements. If you have been convicted of a felony or misdemeanor, speak with your faculty advisor. Selective admissions programs may have additional requirements.

**FUS = Franciscan University of Steubenville
WLU = West Liberty University
WVU = West Virginia University
WJU = Wheeling Jesuit University
WVU-IT = WVU Institute of Technology**

See back page for more information.
GENERAL ADMISSIONS APPLICATION

PLEASE PRINT CLEARLY AND USE INK. This form must be filled out completely and signed. Please write your answers on the lines provided.

1. When do you plan to begin classes? Year _____
   - Fall Semester (August-December)
   - Spring Semester (January-May)
   - Summer Term (May-August)

   Please notify the Admissions Office of any changes.

2. Social Security Number: ___ ___ ___ - ___ ___ - ___ ___ ___ ___

3a. Name: ____________________________   ____________________________   ____________________________
    Last                                                                                     First                                                                                        Middle

   Please list any other name you have used for work or school, including maiden name: _______________________________________

3b. Please check one: □ Miss □ Mrs. □ Mr.

3c. Suffix: ____________________________

4. Address: ____________________________   ____________________________
   Street                                                                                  City
   State                                     Zip Code

16. High School Completion Status:
   - High school graduate
   - TASC or GED™
   - Home schooled
   - Did not graduate high school/no TASC or GED™

17. High School (GED™ or TASC) Graduation Year? ___ ___ ___

   High school __________________________________________________________________________
   City/State ___________________________________________________________________________

18a. If you have ever attended any other college for at least one day, please list each college.

   Failure to list all colleges may result in suspension. Do not abbreviate college names.

   College: __________________________________________
   City & State: _______________________________________
   Last Date Attended: _______   Degree Earned: ___________

   College: __________________________________________
   City & State: _______________________________________
   Last Date Attended: _______   Degree Earned: ___________

18b. Were you dismissed from any institution for disciplinary reasons? □ Yes □ No

   If yes, list institution: __________________________________________

(If you were dismissed for disciplinary reasons, please contact the Registrar prior to registration.)

Continue with Question 19a ➔
### OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Graduation Date__/<strong>/20</strong>_</th>
<th>Associates - 3 years</th>
<th>Certificates - 1.5 years</th>
<th>CE/EE/Transient - end of semester</th>
</tr>
</thead>
</table>

#### ADDITIONAL INFORMATION

**HEALTH SCIENCES LIMITED ENROLLMENT PROGRAMS:** Some Health Science programs have limited enrollment. Candidates must submit a special application and application fee. All appropriate records must be received in the Admissions Office before the application is reviewed. Programs have individual deadlines. Check program webpage for details.

**FINANCIAL AID:** Financial aid programs can assist students while attending West Virginia Northern. Awards are made on the basis of need and/or scholastic achievement. Early application is recommended. [http://www.wvncc.edu/offices-and-services/financial-aid/642](http://www.wvncc.edu/offices-and-services/financial-aid/642)

**VETERANS:** Veterans planning to receive VA educational benefits should contact the Veterans Coordinator for institutional forms.

**SELECTIVE SERVICE:** All male students under age 26 must be in compliance with the Military Selective Services Act. Financial Aid recipients have additional requirements.

**DISABILITIES SERVICES:** Students in need of special accommodations should contact the Academic Support Center Accessibility Office and provide appropriate documentation. [http://www.wvncc.edu/offices-and-services/disability-services/575](http://www.wvncc.edu/offices-and-services/disability-services/575)

**EDGE/TECH PREP:** If you took EDGE or Tech Prep classes at a WV high school, submit an official transcript to receive credit.

**INTERNATIONAL STUDENTS:** Contact the Admissions Office to understand additional requirements.