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# GENERAL ADMISSIONS APPLICATION

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or Apply Online at: [www.wvncc.edu](http://www.wvncc.edu)

**No Application Fee Required**

Admissions Office  
(304) 214-8841

[wvnccadmissions@wvncc.edu](mailto:wvnccadmissions@wvncc.edu)

**New Martinsville**

141 Main St  
New Martinsville, WV 26155-1211

**Weirton**

150 Park Avenue  
Weirton, WV 26062-3797

**Wheeling**

1704 Market St  
Wheeling, WV 26003-3643

# PROGRAMS OF STUDY

## DEGREE TYPES:

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

### BUSINESS PROGRAMS

#### Business Career Studies, C.A.S.

156 Business Office  
158 Small Business Management

#### Business Studies, A.A.S.

120 Accounting  
121 Business Administration  
122 Executive Administrative Assistant

#### Transfer Programs, A.A.S.

135 Business Administration, Business Studies 2+2 (FUS)  
337 Business Administration, Business Studies, Management Concentration (WVSU)  
358 Business Administration, Pre-Business Studies 2+2 (WVU)  
127 Computer Information Systems Spec, Business Administration 2+2 (WLU)

#### Transfer Programs, A.S.

130 Accounting, Business Administration 2+2 (FUS)  
104 Associate in Science, Business Administration Transfer Option  
112 Business Administration 2+2 (WLU)

### EDUCATION AND HUMAN SERVICES

#### A.A.S.

329 Early Childhood: Care and Education  
324 Human Services

#### Transfer Programs, A.A.

119 Associate in Arts, Psychology Concentration  
335 Community Education 2+2 (WLU)  
385 Education: Elementary Education (WLU)  
386 Education: Pre-K, K Early Intervention (WLU)  
388 Education: Secondary Education, English Specialization (WLU)  
389 Education: Secondary Education, Social Sciences Specialization (WLU)  
129 Elementary Education Pre-Elementary Education Option (BC)  
384 Education: PK-5 Elementary Education AA (FUS)  
345 Psychology with Social Work 2+2 (WLU)  
165 Psychology 2+2 (WU)  
346 Social Work (WLU)  
131 Social Work / Pre-Social Work 2+2 (BC)  
392 Social Work 2+2 to FUS, AA  
393 Social Work 2+2 to WVU, AA  
395S Substance Abuse Technician (special admit)  
396 Substance Abuse Intervention Specialist AAS (special admit)

### ALLIED HEALTH

#### C.A.S.

163 Med Assisting, Administrative Medical Assistant  
261 Medical Billing and Coding  
260 Patient Care Technician

Allied Health Associate Degree programs require a separate application and have specific requirements for admission. See program webpages for details on: Clinical Medical Assisting, Health Information Technology, Nursing, Radiography, Radiographic Technology Degree Completion, and Surgical Technology.

### LIBERAL ARTS

#### A.A.

343 Associate in Arts, English/Humanities Concentration  
100 Associate in Arts, General Concentration  
342 Associate in Arts, History/Social Science Concentration

### MANUFACTURING AND APPLIED TECHNOLOGY

#### Advanced Skill Sets

739S Welding: Combination Pipe  
738S Welding: Structural Steel

#### C.A.S.

243 Industrial Maintenance Technology  
269 Petroleum Technology  
239 Welding: Oil & Gas Pipe

#### A.A.S.

245 Industrial Technology, AAS  
338 Advanced Manufacturing  
336 Instrumentation Process Technology  
267 Petroleum Technology  
228 Refrigeration, Air Conditioning and Heating Technology  
238 Welding Technology

### PUBLIC SERVICE

#### A.A.S.

234 Criminal Justice

#### Transfer Programs, A.A.S.

237 Criminal Justice, 2+2 (WLU)

### SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS

#### Computer Information Technology, C.A.S.

355 A+ Computer Repair  
360 Microsoft Applications

#### Computer Information Technology, A.A.S.

339 Cybersecurity  
134 Microsoft Applications/Support Desk  
179 Software Engineering

#### Transfer Programs, A.A.S.

359 Computer Information Technology, Cybersecurity 2+2 (UC)

#### Transfer Programs, A.S.

102 Associate in Science  
190 Concentration: Engineering & Construction Mgmt (WU), A.S.

### TOURISM AND HOSPITALITY

#### C.A.S.

323 Culinary Arts

#### A.A.S.

322 Culinary Arts  
321 Hospitality & Tourism

### DEGREE COMPLETION

#### A.A.S.

Board of Governors

### OCCUPATIONAL DEVELOPMENT / TECHNICAL STUDIES

#### A.A.S.

#### 456 Technical Studies

Technical studies includes programs in Building and Construction Trades, Child Development Specialist, Firefighters, Law Enforcement Training, Plumbers and Steamfitters, Technical Studies Child and Family Specialist

### NON-DEGREE

888 Personal Interest  
900T Transient

BC = Bethany College

FUS = Franciscan University of Steubenville

UC = University of Charleston

WLU = West Liberty University

WU = Wheeling University

WVSU = West Virginia State University

WVU = West Virginia University

\*Watch our website for additional transfer agreements\*

**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 Career Development applicants should request specific applications.

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

- West Virginia Northern Community College admissions application including placement for English and math
- High school transcript, GED™ scores, or TASC scores. NOTE: 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(s)

**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.



19. Are you a student at another college taking classes to transfer to your home institution (transient)?  
 Yes  No

20. Have you previously attended West Virginia Northern?  
 Yes  No

If Yes, did you attend WVNCC prior to 1990?  
 Yes  No

21. Have you lived at your current address for at least one year?  
 Yes  No

If less than one year, list all addresses used in the past 12 months and the length of time at each.

\_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

22. Which campus will you be attending? (Check one):

- Wheeling
- Weirton
- New Martinsville
- Distance Education (online only)

23. Are you a registered sex offender?  
 Yes  No

24. Do you have current or prior military service?  
 Yes  No

If yes, please specify:

- Veteran  Active Duty Service Member
- National Guard  Reserve

25. Please select your program of study from the list on the previous page: \_\_\_\_\_

26. I certify that all the information provided in this application is complete and correct to the best of my knowledge. I understand that any false information or omission of information relating to residency, citizenship, and previous college attendance is cause for suspension from West Virginia Northern Community College. I will acquaint myself with and abide by the Student Code of Conduct, including compliance with the Drug-Free Schools and Communities Act, and other requirements governing the academic and social standards of West Virginia Northern Community College.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PROTECTING STUDENT PRIVACY:** In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, WVNCC will only disclose confidential information from the education records of students to parents or other third parties with written consent from the student on file. To obtain a FERPA Release Authorization, see the College website or visit any campus service center.

**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. Check out the website [wvncc.edu](http://www.wvncc.edu) under current students/financial aid

**VETERANS:** Veterans planning to receive VA educational benefits should contact the Special Populations Counselor at (304) 214-8962 for institutional forms.

**SELECTIVE SERVICE:** All male students under age 26 must be in compliance with the Military Selective Services Act.

**ACCESSIBILITY 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>

**EDGE/CAREER TECH:** Students who took EDGE or Career Tech classes at a WV high school should contact the Registrar at (304) 214-8845.

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

**†OPT-IN NOTICE:** By providing your cell phone number, you agree to receive text-based communication from the institution to which you have indicated an interest in applying and from the West Virginia Higher Education Policy Commission and the West Virginia Council for Community and Technical College Education, otherwise known as the College Foundation of West Virginia. Your information will not be shared with institutions other than those to which you have indicated interest, nor will your information be utilized by vendors or other third-party organizations. Standard text-messaging rates apply, and you are responsible for any costs incurred in receiving texts. You may also opt-out at any time by replying to any text sent.

**Non-Discrimination Statement:** 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 Robert Brak, who is designated coordinator for Title IX and Section 504. His telephone number is 304-214-8901 and her office is located in Room 121, B&O Building, Wheeling campus. His email address is [rbrak@wvncc.edu](mailto:rbrak@wvncc.edu).