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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  
[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

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

- 156 Business Office
- 158 Small Business Management

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

- 120 Accounting
- 121 Business Administration

#### Transfer Programs

- 104 Associate in Science, Business Administration Transfer Option

### COMPUTER INFORMATION TECHNOLOGY

#### C.A.S.

- 355 A+ Computer Repair
- 360 Microsoft Applications

#### A.A.S.

- 339 Cybersecurity
- 356 Cyber Support
- 179 Software Engineering

#### Transfer Programs

- 359 Computer Information Technology, Cybersecurity 2+2 (UC)
- 127 Computer Information Systems Spec, Business Administration 2+2 (WLU)

### EDUCATION

#### A.A.S.

- 329 Early Childhood: Care and Education

#### Transfer Programs

- 335 Community Education 2+2 (WLU)
- 390 Education: PK-5 Elementary Education AA (FUS)
- 391 Education: Elementary Education (WLU)
- 394 Education: Pre-K, K Early Intervention (WLU)
- 388 Education: Secondary Education, English Specialization (WLU)
- 389 Education: Secondary Education, Social Sciences Specialization (WLU)

### CONSTRUCTION, ENERGY, MANUFACTURING AND TRANSPORTATION

#### Advanced Skill Sets

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

#### C.A.S.

- 220 Air Conditioning
- 243 Industrial Maintenance Technology
- 263 Electro-Mechanical Technology
- 264 Energy Technology
- 239 Welding: Oil & Gas Pipe

#### A.A.S.

- 228 Refrigeration, Air Conditioning and Heating Technology
- 238 Welding Technology
- 265 Energy Technology
- 266 Electro-Mechanical Technology
- 450 Applied Technology

### CULINARY AND HOSPITALITY

#### C.A.S.

- 323 Culinary Arts

#### A.A.S.

- 322 Culinary Arts
- 321 Hospitality & Tourism

### PUBLIC SAFETY & SOCIAL SERVICES

#### A.A.S.

- 234 Criminal Justice
- 324 Human Services

#### Transfer Programs

- 165 Psychology 2+2 (WU)
- 345 Psychology with Social Work 2+2 (WLU)
- 346 Social Work (WLU)
- 167 Social Work / Pre-Social Work 2+2 (BC)
- 392 Social Work 2+2 to FUS, AA
- 393 Social Work 2+2 to WVU, AA
- 398 Substance Abuse Technician CAS (special admit)
- 396 Substance Abuse Intervention Specialist AAS (special admit)

### HEALTHCARE

#### 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, Surgical Technology, Medical Lab Technician and Licensed Practical Nurse.

### GENERAL STUDIES & TRANSFER PROGRAMS

#### A.A.

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

#### A.S.

- 102 Associate in Science
- 274 Associate in Science, Biology concentration
- 246 Pre-Engineering

### DEGREE COMPLETION

#### A.A.S.

- 445 Board of Governors
- 254 Radiologic Technology (Degree completion)

### 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, 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    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
- High school transcript, GED™, TASC or HiSET scores. NOTE: Applicants who graduated from high school or passed their GED™, TASC, or HiSET 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. Selective admissions programs may have additional requirements.

Revised 07/24



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, conduct 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://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 Resource Center / Accessibility Services and provide appropriate documentation. <https://www.wvncc.edu/offices-and-services/accessibility-services/-5405>

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

**DISCIPLINARY DISMISSAL:** Contact the Vice President of Student Care and Success for additional requirements (this is only for dismissal for disciplinary reasons, this does not include academic dismissal).

**†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.

**NOTICE AND ACKNOWLEDGMENT:** By enrolling in courses the student understands that WVNCC generally provides eligible students with the right to provide written consent before disclosing a student's education records including but not limited to personally identifiable information (PII) from those records, except to the extent that the Federal Educational Rights and Privacy Act (FERPA) and its regulations (20 U.S.C. 1232g; 34 CFR Part 99) authorize disclosure without written student consent. Information about FERPA, its exceptions and a Notification of Rights Under FERPA and FERPA Procedures and a definition of education record for the purposes of FERPA is available in the College Catalog and online at: <https://www.wvncc.edu/offices-and-services/notification-of-rights-under-ferpa-for-postsecondary-institutions/9250>. Eligible student for the purposes of FERPA means anyone who has reached 18 years of age or is attending a postsecondary institution at any age.

**Non-Discrimination Statement:** West Virginia Northern Community College (WVNCC) is an Equal Opportunity/Affirmative Action Institution and does not discriminate based on race, sex (e.g., sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status), disability, religion, color, national origin, or age in admission, employment, educational programs or activities. It also does not discriminate based on genetic information in employment or employee health benefits. Further, faculty, staff, students, and applicants are protected from retaliation for making complaints or assisting in investigations of discrimination. WVNCC will take steps to ensure that a lack of English language skills will not be a barrier to admission and participation in the College's CTE offerings. Auxiliary aids and services are available upon request for individuals with disabilities. If you have questions, you may contact Robert Brak, Director of HR & Development, Title IX/Title VI Coordinator for Students and ADA Coordinator for Employees, 1704 Market Street, Wheeling, WV 26003 (304) 214-8901; email: [rbrak@wvncc.edu](mailto:rbrak@wvncc.edu). For Students, the Section 504 Disability Coordinator is Adriana Wolf, Director of Learning Services, 1704 Market Street, Wheeling WV 26003 (304) 214-8952; email: [awolf@wvncc.edu](mailto:awolf@wvncc.edu).