

West Kentucky Community and Technical College

West Kentucky College Academy

GO2 COLLEGE IN HIGH SCHOOL

I am not a current WKCTC student. |
 What do I need to do to enroll in courses through the College Academy?

Complete West Kentucky Community and Technical College application, www.westkentucky.kctcs.edu



Click **Apply Now**, and then click **Apply Now** again. Do not use the Back button once you are in the application.

Step 2, Key in your official name listed on your birth certificate or social security card. Social Security Number is important, but do not guess if you do not know it. Unless you are active Military, choose **No Military Service**. Select **No**, Veteran's Benefits & **No** Financial Aid

Step 3, answer the six questions, **Yes, No, Yes, No, Yes, No** (This lets the college know that you are in a Kentucky High School and wanting to take part in the College Academy.) Do not choose yes to online courses, even if you are planning on taking online courses. This will send your application to the online office instead of the College Academy office.

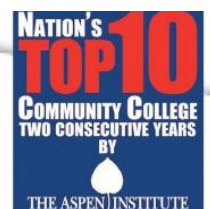
The image shows a section of the KYCTCS application form titled 'Kentucky Community & Technical College System - Higher Education Begins Here'. It contains a 'Required information' section with a 'Need Help?' link and a 'KCTCS Colleges' dropdown menu. Below this are six questions with radio button options for 'Yes' and 'No':

- *Optional information requested for reporting purposes and not used in an admissions decision: "Have you lived in Kentucky for the past 12 months?" (Selected: Yes)
- "Have you received financial support for basic living expenses (such as housing and transportation) or tuition and fees from a person outside of KY during the last 12 months?" (Selected: No)
- "Does either parent or legal guardian live in Kentucky?" (Selected: Yes)
- *Are you a spouse or dependent of an Active Duty Military member? (Selected: No)
- *Do you consider yourself a Kentucky Resident? (Selected: Yes)
- *Are you interested in online courses or programs? (Selected: No)

Step 4, you will be receiving the credit from WKCTC, during term Choose semester you will begin, and choose I am a high school student planning to take a college course before high school graduation.

The image shows another section of the KYCTCS application form. It includes the same 'Required information' section with a 'Need Help?' link and a 'KCTCS Colleges' dropdown menu. Below this are three fields:


- *Select the KCTCS college you will be attending: WKCTC West KY Comm & Tech College
- *Starting Term: [Dropdown menu]
- *Choose student description that fits you best: I am a high school student planning to take a college course before high school graduation



WKCTC is an equal educational and employment opportunity institution.

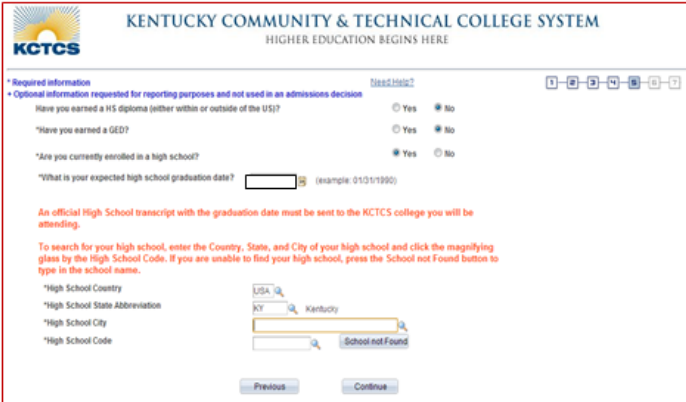
KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM

GO2 COLLEGE IN HIGH SCHOOL

Step 5, No (earned a High School Diploma), **No** (earned a GED), **Yes** (Currently enrolled in High School), **Type in your High School Graduation Date** (Expected Graduation Date), **KY** (School State), **Type your city** (School City), Click on  (magnifying glass) to select your home high school.

Step 6, No (ever attended a college or university)

Step 7, this is your chance to review all of your answers. If you need to make any changes, please use the **Previous** button at the bottom.



Click **Submit** and you should receive your KCTCS ID/EmpID. (This is a nine digit number that references you at any KCTCS college. You will also use this number for your College Academy application.)

To be a part of the **College Academy** and receive discounted tuition and/or have fees waived, return to West Kentucky Community and Technical College website. www.westkentucky.kctcs.edu

- Select **Academics**, **K-12 Partnerships**, **West Kentucky College Academy**, **Application**
- Complete the application and you will be enrolled in **courses specified**, if you meet criteria and submit all forms and documents – high school transcript, ACT or COMPASS scores, Student Authorization form, and payment. List courses for one semester **ONLY**. You must complete College Academy application each semester that you want to enroll in courses.