

West Kentucky Community and Technical College

West Kentucky College Academy

GO2 COLLEGE IN HIGH SCHOOL

TO: West Kentucky College Academy Student
FROM: Connie Leone & Lorry Beth Wilson, West Kentucky College Academy
DATE: Fall 2013
SUBJECT: West Kentucky College Academy Enrollment

We have a request that you would to be part of the West Kentucky College Academy, through your high school. At this time, we need you to complete the following steps below:

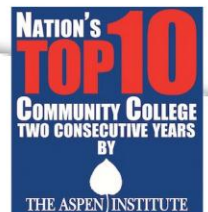
- Complete WKCTC application. Please go to the West Kentucky Community and Technical College website – www.westkentucky.kctcs.edu and select Apply Now at the top of the page. When you are finished with this application, you will receive your KCTCS EmplID. This number is important for you to activate your PeopleSoft account, email, and Blackboard access. You must also have your high school transcript and test scores submitted to the Admissions office.
- Complete West Kentucky College Academy Application. Click on Academics, K12 Partnerships, West Kentucky College Academy, and Application. This will allow you to complete the College Academy application. At that time, I will receive a confirmation email stating that you have completed the necessary steps to enroll you in courses. You will need to print off the Student Authorization Form and mail or fax it to my attention.

Just a reminder, to be enrolled in any WKCTC course, you must meet KCTCS Assessment Placement scores of: English – 18 ACT, 74 COMPASS; Reading – 20 ACT, 85 COMPASS; Math – 22 ACT, 50 COMPASS. WKCTC offers the COMPASS in the Anderson Technical Building, Monday – Friday from 8:00am until 4:30pm to take the COMPASS test. The test is free the first time you come in and the cost is \$7 per test if you need to retest. If you need to contact the Assessment Center, please call 534-3408. Test prep websites available at

http://www.westkentucky.kctcs.edu/en/Admissions/Assessment/Test_Preparation.aspx

I will enroll you in the courses requested, and you will receive a confirmation letter with the courses that you have been enrolled in. If you need to contact me, please feel free to do so by sending an email to lorrybeth.wilson@kctcs.edu / cleone0001@kctcs.edu or call 534-3341.

Revised June 2013



WKCTC is an equal educational and employment opportunity institution.

KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM