

Full-Time Programs

Frequently Asked Questions

When can adult students enroll?

The following deadlines apply to the enrollment process for completed applications.

Fall Deadlines (space available basis only):

Fall Priority Enrollment Deadline	June 2, 2017
Fall Priority Enrollment Confirmation	June 16, 2017
Fall Final Enrollment Deadline	July 14, 2017
Fall Final Enrollment Confirmation	July 21, 2017

What are the steps needed for enrollment?

1. To begin the enrollment process, please submit an application online on the Apply Now page of our website. The online application will be available to submit in April 2016. We have computers available at the Career Planning Center if you do not have access to the Internet.
2. Apply online for Financial Aid.
3. Submit high school transcript showing date of graduation **or** GED Score Report.
4. You must take the academic and career assessments. Complete the Adult Contact Information form and turn it in to the Career Planning Center. We will determine if you have to take the academic assessment.
 - Thursday, May 25 9 AM
 - Thursday, June 15 9 AM
 - Thursday, July 13 9 AM
5. If you are exempt from the academic assessment, you must provide us with documentation before your application can be considered. You can be exempt if you have taken college level English and Math, have an ACT score of 19 or higher, or if you have taken an academic assessment within the last five years. Documentation may include your college transcript(s) or alternate assessment scores such as Compass, ACT, WorkKeys, Workers Comp or Voc Rehab.
6. Attend an orientation session. You do not have to sign up for these dates.
 - Tuesday, May 2 9 AM
 - Tuesday, May 23 9 AM
 - Tuesday, June 13 9 AM
 - Tuesday, July 11 9 AM
7. Notification of application status – accepted, on waiting list or not accepted. Once all steps have been completed, your application will be considered. You will be notified by the dates listed above.
8. **Once you have been accepted to a program**, you must complete an enrollment form and pay a \$100 deposit. The deposit is not refundable. It is applied to your last tuition payment.

What are the class times?

The morning class is 7:50 AM – 10:40 AM, Monday through Friday.

The afternoon class is 12:45 PM – 3:35 PM, Monday through Friday.

How much do the classes cost?

Please see the career major description for total hours. The cost is generally \$3.00 per hour.

How much are books?

Books and online curriculum will be available in the classroom for adult students.

Do all programs follow the same process?

No. Practical Nursing, Radiologic Technology, EMT-Paramedic and Evening Cosmetology have different processes. Also, these majors have additional tuition and fees. Please speak to someone in the Career Planning Center