A MESSAGE TO OUR STUDENTS:

Thank you for choosing to attend Weatherford College. It is our desire to make the application and registration process as simple as possible. Using this Registration Guide you will find information about applying for admission, financial aid and scholarship options, enrolling in classes, learning support available to students, and other things that will help you get the most from your experience at Weatherford College.

If the information you need is not in the Registration Guide, remember we are just a phone call or office visit away and we are always glad to be of assistance.

WEATHERFORD COLLEGE INSTITUTIONAL MISSION STATEMENT

The mission of Weatherford College is to provide effective learning opportunities that enrich the lives of its students and the communities it serves.

As a publicly supported, comprehensive community college and a member of the Texas system of higher education, Weatherford College primarily serves the needs of the citizens of its service area (Parker, Wise, Palo Pinto, and Jack counties) through teaching, research, public service, and learning.

Weatherford College offers courses pursuant to a spectrum of educational goals:

• Associate in Arts degrees
• Associate in Science degree
• Associate of Applied Science degrees
• Core curriculum designed for transfer to a university
• Career/technical certificates
• Occupational advancement
• Developmental education
• Adult literacy and other basic skills
• Personal enrichment

Weatherford College maintains a friendly and respectful environment that encourages student pursuit of educational achievement, and offers counseling and guidance to help students identify and attain their goals.

Weatherford College requires professional development of all full-time employees and encourages research to seek out, develop, and implement methods to improve student learning. Weatherford College also conducts research to ensure the College offers programs that contribute to the cultural and economic well being of the service area citizens.

Weatherford College fosters a culture that embraces diversity and inclusion.

Weatherford College strives for continuous improvement through systematic and regular planning, execution, assessment, and improvement.

Approved by the Weatherford College Board of Trustees
October 14, 2010
# What's Inside

- College Calendar ........................................................................................................... 4
- Important Contact Information ......................................................................................... 6
- Applying for Weatherford College ................................................................................... 7
- TSI (Texas Success Initiative) Placement Testing ............................................................... 8
- Advising ............................................................................................................................ 8-18
- Registration for Classes .................................................................................................... 19
- Useful Information for Online Registration ...................................................................... 20-22
- Calculating Tuition Costs/Making Payments ................................................................... 24-25
- Financial Aid ...................................................................................................................... 26-27
- Student Resources ............................................................................................................ 28-30
- Student E-mail .................................................................................................................. 31
- Online Course Information ............................................................................................... 32
- WC Partnerships ............................................................................................................... 33
- Housing .............................................................................................................................. 34
- Student Activities ............................................................................................................... 35
- Vehicle Registration, Coyote Card, Textbooks ................................................................. 36-37
- Campus Maps .................................................................................................................... 38-39
- Policies ................................................................................................................................ 40

To **VIEW** the Schedule of Classes go to www.wc.edu and click on "Catalogs & Schedules" tab.

To **REGISTER** online, log on to CampusConnect®.
# ACADEMIC CALENDAR

## Fall 2013

### April 10-12, 2013
- Early Bird Registration for May Mini, Summer and Fall classes
- Students who will have completed 40 credit hours

### April 15
- Online Registration for current students begins for Fall 2013

### April 24
- Face-to-Face Registration for current students begins for Fall 2013

### May 13
- New and Transfer students may enroll for Fall 2013

### Aug. 1
- Last day to pay for Early Registration before being dropped.
- From this day forward, students with an unpaid balance of tuition or fees will be dropped weekly, up to the first day of the semester.
- Thereafter, students with an unpaid balance of tuition or fees will be dropped daily.

### Aug. 19
- Fall In-Service begins, return to regular office hours

### Aug. 23
- WC Live

### Aug. 26
- Fall Semester begins, Late Registration begins

### Aug. 27
- Last day for Late Registration

### Sept. 2
- Labor Day Holiday, College Closed

### Sept. 12
- Last day to receive 70% refund (See disclaimer)

### Sept. 18
- Last day to receive 25% refund (See disclaimer)

### Sept. 26
- Priority deadline to request ADA accommodations

### Oct. 14
- Academic advising for Spring 2014 Enrollment begins

### Nov. 4
- Early Bird Registration for students who will have completed 40 credit hours by the end of the semester

### Nov. 7
- Online Registration for current students begins for Spring 2014

### Nov. 15
- Last Day to Withdraw with a “W”

### Nov. 18
- Priority deadline for Financial Aid, Spring 2014

### Nov. 25
- Face-to-Face Advising and Registration for current and returning students begins for Winter Mini 2013 & Spring 2014

### Nov. 27-29
- Thanksgiving Holidays, College Closed

### Dec. 2
- Transfer Student Advising & Registration; New Student Group Advising (required) and Registration begins for Spring 2014

### Dec. 9 - Dec. 14
- Fall Semester Finals

### Dec. 20
- College offices closed to the Public at noon

- Winter Break, College closed

## Winter Mini 2013

### Nov. 7
- Online Registration for current students begins for Winter Mini 2013 & Spring 2014

### Dec. 16, 2013
- Winter Mini Semester begins

### Jan. 3, 2014
- Winter Mini Semester ends

## Spring 2014

### Oct. 14
- Academic Advising for Spring Enrollment begins

### Nov. 4
- Early Bird Registration for students who will have completed 40 credit hours by the end of the semester

### Nov. 7
- Online Registration for current students begins for Spring 2014

### Nov. 18
- Priority deadline for Financial Aid, Spring 2014

### Nov. 25
- All Student Face-to-Face Advising and Registration for all students begins for Spring 2014

### Dec. 2
- Transfer Student Advising & Registration; New Student Group Advising (required) and Registration begins

### Jan. 6
- Spring 2014 In-Service begins at 8:00 a.m., College offices open at 1:15 p.m.

### Jan. 8
- Tuition payment deadline for early registration.
- From this day forward, students with an outstanding balance will be dropped from all classes at the end of the business day.

### Jan. 13
- Spring Semester begins, Late Registration begins

### Jan. 14
- Late Registration ends

### Jan. 20
- Martin Luther King Day Holiday, College closed

### Jan. 30
- Last day to receive 70% refund (See disclaimer)

### Feb. 5
- Last day to receive 25% refund (See disclaimer)

### Feb. 13
- Priority deadline to request ADA accommodations

### March 3
- Academic Advising for Summer/Fall Enrollment begins

### March 10-14
- Spring Break, College closed

### March 21
- Scholarship Applications due for Fall, 2014

### March 31
- Early Bird Registration for students who will have completed 40 credit hours by the end of the semester

### April 3
- Online Registration for current students begins for Summer/Fall 2014

### April 11
- Deadline to Withdraw with a “W”

### April 17
- Priority deadline for Financial Aid, Summer 2014

### April 17
- Returning Student Face-to-Face Advising and Registration begins for Summer/Fall 2014 (New and Transfer Students Enrolling in the Mini Semester may begin enrollment today also)

### April 18
- Good Friday Holiday, College closed

### May 2 - May 8
- Spring Semester Finals

### May 10
- Commencement

### May 12
- Transfer Student Advising and Registration; New Student Group Advising (required) and Registration begins

### May 12
- Begin Summer Office Hours: 8:00 a.m. – 5:30 p.m., Monday through Thursday, Closed Friday

## May Mini 2014

### May 12-May 29
- Summer Mini Semester

### May 26
- Memorial Day Holiday, College closed

### May 22
- Last Day to Withdraw with a “W”

## Summer I 2014

### April 3
- Online Registration begins for Summer/Fall 2014

### April 17
- Priority deadline for Financial Aid, Summer 2014

### April 17
- Returning Student Face-to-Face Advising and Registration begins for Summer/Fall 2014

### May 12
- Transfer Student Advising and Registration; New Student Group Advising (required) and Registration begins

### May 22
- Summer I Late Registration begins

### June 2
- Summer I semester begins, Late Registration begins

### June 3
- Last day for Summer I Late Registration

### June 3
- Priority deadline for ADA accommodations

### June 6
- Last day to receive 70% refund

### June 6
- Official Count Day Roster deadline 5:00 p.m.

### June 10
- Last day to receive 25% refund

### June 21
- Priority deadline for Financial Aid, Fall 2014

### July 7-8
- Summer I Finals

## Summer II 2014

### April 3
- Online Registration begins for Summer/Fall 2014

### April 17
- Priority deadline for Financial Aid, Summer 2014

### April 17
- Returning Student Face-to-Face Advising and Registration begins for Summer/Fall 2014

### May 12
- Transfer Student Advising and Registration; New Student Group Advising (required) and Registration begins

### July 9
- Summer II Semester begins, Late Registration begins

### July 10
- Last day for Summer II Late Registration

### July 11
- Priority deadline to request ADA accommodations

### July 15
- Last day to receive 70% refund

### July 17
- Last day to receive 25% refund

### Aug. 5
- Last day to withdraw with a “W”

### Aug. 13-14
- Summer II Finals

---

DISCLAIMER: Refund dates are based upon regular semester length classes, not varying length classes. Individual programs may have additional/different refund dates. Students are responsible for information in each class they attend.
HOURS OF OPERATION

FALL & SPRING SEMESTERS
WEATHERFORD CAMPUS & EDUCATION CENTERS
Monday - Thursday: 8 a.m. - 5 p.m.
Friday: 8 a.m. - 4 p.m.

SUMMER MINI, SUMMER I & II
WEATHERFORD CAMPUS & EDUCATION CENTERS
Monday - Thursday: 8 a.m. - 5:30 p.m.
Friday: CLOSED

LOCATIONS

WEATHERFORD COLLEGE MAIN CAMPUS
225 College Park drive | Weatherford, Texas 76086
817-594-5471 | 800-287-5471
www.wc.edu

WEATHERFORD COLLEGE WISE COUNTY
502 Big Sandy Court | Bridgeport, TX 76126
940-627-2690 | 800-287-5471
wisecounty.wc.edu

EDUCATION CENTER AT MINERAL WELLS
704 Hood Rd. | Mineral Wells, Texas 76067
940-325-2591 | 800-300-2591

EDUCATION CENTER AT GRANBURY
210 North Jones | Granbury, TX 76048
817-598-6339 | 800-579-9188

MAPS TO LOCATIONS ON PAGES 38-39.
HELPFUL WC PHONE NUMBERS

For more information about Weatherford College, call 1-800-287-5471 or:

Admissions .............................................. 817-598-6241
Bookstore .............................................. 817-598-6286
Business Services .................................... 817-598-6265
Career & Transfer Center .......................... 817-598-6377
Continuing Education ............................... 817-598-6305
Education Center at Granbury ................. 817-598-6339
Education Center at Mineral Wells ............ 800-300-2591
Financial Aid .......................................... 817-598-6295
International Students ............................. 817-598-6468
Phi Theta Kappa ...................................... 817-598-6404
Registrar .............................................. 817-598-6218
Special Populations ................................. 817-598-6350
Student Activities ................................... 817-598-6247
Student Housing .................................... 817-598-8876
Testing Center ....................................... 817-598-6488
TSI Coordinator ...................................... 817-598-8831
Veterans Affairs ..................................... 817-598-6248
Vocational Counseling .............................. 817-598-6246
WC Ambassadors* ................................... 817-598-6393
WC Police Department ............................. 817-598-6316
On-Duty Security .................................... 817-771-3535
WC Wise County ..................................... 940-627-2690

*From September through April, Weatherford Campus tours are given daily at 11:00 a.m. and 2:00 p.m. Reservations not required. Summer tours are given at 11:00 a.m. daily. Meet 10 minutes before tour starting time at the WC Ambassador’s office (STSV 104). Education Center tour times may vary. Contact desired location for specific information.

WC ADMINISTRATION

ACREDITATION
Weatherford College of the Parker County Junior College District is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree.

Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-40978 or call 404-679-4501 for questions about the status of Weatherford College.

Interested constituents may contact the Commission on Colleges (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution’s decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

The Commission is to be contacted only if there is evidence that appears to support an institution’s significant non-compliance with a requirement or standard.

Normal inquiries about the institution, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Weatherford College and not to the Commission’s office.

ADMINISTRATION

Executive responsibility for administering policies of the Board of Trustees is delegated to the president of the College, who is assisted by the vice presidents, deans, and administrative officers.

President .............................................. Dr. Kevin Eaton .................................. keaton@wc.edu, 817-598-6271
V.P. of Instruction & Student Services .......... Dr. Richard Bowers .............................. rbowers@wc.edu, 817-598-6214
V.P. of Financial & Administrative Affairs .... Andra Cantrell ................................. acantrell@wc.edu, 817-598-6263
V.P. of Institutional Advancement ................ Brent Baker .................................. bbaker@wc.edu, 817-598-6282

2012-2013 WEATHERFORD COLLEGE BOARD OF TRUSTEES

Ultimate responsibility for governance of Weatherford College is vested by state statute in a seven-member district Board of Trustees. The Parker County electorate chooses each member for a six-year term of office. WC trustees include:

Frank Martin, Chair .................................... fmartin@wc.edu
Joel Watson, Vice Chair .............................. jwatson@wc.edu
Trey Cobb, Secretary-Treasurer ................. tcobb@wc.edu
Jean Bryan ........................................... jbryant@wc.edu
Elaine Carter .......................................... ecarter@wc.edu
Dr. Trev Dixon ........................................ tdixon@wc.edu
Luke Haynes .......................................... lhaynes@wc.edu

Board members may be contacted by phone at 817-598-6271.
HOW TO BECOME A WC STUDENT

1) APPLYING FOR ADMISSION

Applying to attend Weatherford College is an easy process. Simply complete the Apply Texas application online at www.wc.edu (found at the “Future Students” location, then click on “Getting Started”). You will also find information here about:

- Early Admission for those who have not yet graduated from high school;
- Transfer Admission
- International Admission
- Health Professions Admission
- Continuing Education Admission
- Individual Approval for Admission

Please be sure to complete all portions of the application before submitting it to Weatherford College. Applications which do not include a social security number cannot be processed.

2) OFFICIAL TRANSCRIPT

If you have never attended another college, you will need to provide the Student Services Office with an official copy of your high school transcript. You may contact the high school from which you graduated and ask to have the transcript mailed to Weatherford College.

If you earned your GED, we will need to provide Student Services with a copy of your GED certificate. That may be obtained from the location at which you took the GED Test.

If you have attended another college, you will need to provide Student Services with an official copy of the transcript from all colleges you have attended.

All documents needed for admission may be mailed to:

Weatherford College
Student Services
225 College Park Drive
Weatherford, TX 76086
3) PROVIDE PROOF OF MENINGITIS VACCINATION

All first time students at Weatherford College, or those returning to Weatherford College after a break in enrollment of a fall or spring semester, must provide proof of meningitis vaccination. The vaccination must have been received within the past 5 years. Vaccination is not required for students who are only enrolled in online classes or dual credit classes at a local high school, or are 30 years of age or older on the first day of the semester. Additional information about vaccination, including exemptions, may be found at www.immunizetexas.com.

4) TEXAS SUCCESS INITIATIVE (TSI) PLACEMENT TESTING

All applicants are required to show evidence of readiness for college-level coursework by making the needed test scores in reading, writing, and mathematics on the THEA (Texas Higher Education Assessment) test. You may be exempt from taking the THEA based on scores on the TAAS, TAKS, SAT, or ACT test. If you have taken any of these tests, you must provide proof of test scores with an official score report. See page 9 for additional TSI information.

Beginning August 26th, Weatherford College will start offering the new TSI Assessment exam and no longer offer COMPASS or THEA. The new TSI Assessment will replace current placement exams.

Students needing to do TSI testing may contact the Weatherford College Testing Center at 817-598-6383 or the Weatherford College Wise County Testing Center at 940-627-2690 to schedule to take the THEA or Compass test. The Compass is an approved alternative to the THEA. It is offered in an electronic format and the assessment results are available as soon as the test is complete. The THEA is a paper/pencil test and results will be received in 1 to 3 weeks.

Test costs:
- Compass - $25
- THEA - $29
- Quick THEA - $39 ($29 + $10 fee to WC)

Practice tests may be found at:
- www.thea.nesinc.com
- www.math.com

Additional testing information is available at:
- http://www.wc.edu/testingtsi

5) ADVISING

All first-time college students at Weatherford College are required to participate in a New Student Success Seminar. The purpose of advising is to give you the information you need to make smart educational decisions. Topics covered in advising may include: degree/certificate requirements, college policies, course selection and how to register online. Register for a New Student Success Seminar by visiting the College website: www.wc.edu. Select Future Students, then New Student Success Seminar. Log into myWC and register for the desired date and time for advising.

TSI REQUIREMENTS:

Based on TSI placement test scores, an academic advisor will determine whether or not you are TSI satisfied. TSI status will fall into one of the following categories:

- **TSI Exempt**: Students must present proof of exemption at the time of registration.
- **TSI Waived**: Plan to enroll in an eligible certificate program that allows TSI requirements to be waived. Students enrolling in these programs must have their skills assessed by the Compass Placement Exam. Students may only enroll in courses listed on their certificate plans.
- **College Ready**: Students have fulfilled college readiness requirement when they meet one of the following criteria:
  - Receive passing scores on any state-approved placement exam.
  - Receive a grade of C or better in their exit-level developmental math, reading, and/or writing class.
- **Not College Ready**: Students who do not have passing scores on one or more of three sections of a state-approved assessment, are not exempt, or do not meet the requirements to have a waiver, will receive an Individualized Success Plan. This plan will describe the sequence of developmental classes and options available for students to demonstrate college readiness. Students Not College Ready must enroll in a minimum of at least one developmental course in the areas(s) needing remediation, each long (Fall & Spring) semester, until college readiness is obtained in all areas.

TSI RESTRICTED COURSES

Students must have demonstrated college (TSI readiness in the specified areas in order to take the following courses at Weatherford College:

**Mathematics**
- MATH 1414* (College Algebra)
- MATH 1316 (Plane Trigonometry)
- MATH 1324* (Algebra Business Applications)
- MATH 1325 (Calculus for Business & Economic Analysis)
- MATH 1332 (Contemporary Math)
- MATH 1350 (Fundamentals of Mathematics I)
- MATH 1342 (Elementary Statistics)
- MATH 1348 (Analytic Geometry)
- MATH 2412 (Pre-calculus Mathematics)

* MATH 1414 and MATH 1324 have departmental prerequisites. Please speak with an advisor for more information regarding mathematics.

**Writing**
- ENGL 1301 (Freshman College English)

**Reading**
- ENGL 1301 (Freshman College English)
- ENGL 2321, 2322, 2323 (British Literature)
- ENGL 2331, 2332, 2333 (World Literature)
- ENGL 2326, 2327, 2328 (American Literature)
- ENGL 2341 (Forms of Literature)
- GOVT 2305, 2306 (American Government)
- HIST 1301, 1302 (US History)

www.math.com
www.thea.nesinc.com
Additional testing information is available at:
http://www.wc.edu/testingtsi

http://www.wc.edu/testingtsi
**Placement Chart**

The following chart describes developmental course requirements based on assessment scores. This information is only valid through Aug. 27, 2013. Check with Student Services for updated information after Aug. 27, 2013.

### Reading Placement Guide:

<table>
<thead>
<tr>
<th>COMPASS</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 60</td>
<td>0 - 190</td>
<td>0 - 50</td>
<td>0 - 30</td>
<td>DEVR 0301 - students who complete DEVR0301 with a grade of C or higher may progress to DIRW0302.</td>
</tr>
<tr>
<td>61 – 80</td>
<td>191 - 229</td>
<td>51 - 77</td>
<td>31 - 40</td>
<td>DIRW 0302 - Students who complete DIRW0302 with a grade of C or higher will be College Ready in Reading.</td>
</tr>
<tr>
<td>81+</td>
<td>230+</td>
<td>78+</td>
<td>41+</td>
<td>College Readiness Passing Scores - Placement in HIST1301, 1302, 2301, 2302, GOVT2301, 2302, ENGL 1301 &amp; ENGL LIT requires completion of the developmental sequence in reading or earning a passing score on an assessment instrument.</td>
</tr>
</tbody>
</table>

### English Placement Guide:

<table>
<thead>
<tr>
<th>COMPASS</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 35</td>
<td>0 - 180</td>
<td>0 - 60</td>
<td>0 - 25</td>
<td>DEVV 0301 - students who complete DEVV0301 with a grade of C or higher may progress to DIRW0302.</td>
</tr>
<tr>
<td>36 – 58</td>
<td>181 - 219</td>
<td>61 – 79</td>
<td>26 - 39</td>
<td>DIRW 0302 - Students who complete DIRW0302 with a grade of C or higher will be College Ready in Writing.</td>
</tr>
<tr>
<td>59/5+ or 6 on essay</td>
<td>220+</td>
<td>80/5+ or 6 on Essay</td>
<td>40/5+ or 6 on essay</td>
<td>College Readiness Passing Scores - Placement in ENGL1301 requires completion of the developmental sequence in writing or earning a passing score on an assessment instrument.</td>
</tr>
</tbody>
</table>

### Mathematics Placement Guide:

<table>
<thead>
<tr>
<th>COMPASS</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 29 PreAlg</td>
<td>&lt; 175</td>
<td>&lt; 55</td>
<td>&lt; 18</td>
<td>NCBO MATH 0301 - students who complete MATH0301 with a grade of P may progress to MATH0402.</td>
</tr>
<tr>
<td>31 – 100 PreAlg</td>
<td>176 – 229</td>
<td>56 – 63</td>
<td>19 - 45</td>
<td>MATH 0402 - students who complete MATH0402 with a grade of A OR B may progress to MATH1332 or Math 1414. Students who complete MATH0402 with a grade of C may progress to MATH1332</td>
</tr>
<tr>
<td>0 - 38 Alg</td>
<td>230 - 269</td>
<td>64 - 79</td>
<td>46 - 49</td>
<td>MATH 0402</td>
</tr>
<tr>
<td>39 – 54 Alg</td>
<td>230 - 269</td>
<td>64 - 79</td>
<td>46 - 49</td>
<td>College Readiness Passing Scores</td>
</tr>
<tr>
<td>55+ Alg</td>
<td>270+</td>
<td>80+</td>
<td>50+</td>
<td>Prerequisite Score for MATH 1414</td>
</tr>
</tbody>
</table>

### Exemptions: Students are exempt from placement testing if the following scores are documented

<table>
<thead>
<tr>
<th>11th Grade TAKS</th>
<th>ACT</th>
<th>SAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading &amp; Writing</td>
<td>2200 &amp; 3 on essay</td>
<td>23 Comp, 19 min. English</td>
</tr>
<tr>
<td>Math</td>
<td>2200*</td>
<td>23 Comp, 19 min. Math</td>
</tr>
</tbody>
</table>

*Students must score above a 2400 on the TAKS MATH to meet the prerequisite for MATH1414 (College Algebra)*
DEGREE AND CERTIFICATE REQUIREMENTS:
Each degree and certificate has specific course requirements. The primary degrees offered at Weatherford College are the Associate in Arts, Associate in Science, and Associate of Applied Science.

Associate in Arts and Associate in Science degrees include what are called the “basic” or “core” courses. These are classes that will typically transfer to a university and may be applied toward a four-year Bachelor’s Degree.

The Associate of Applied Science degree may include some of the “basic” courses, but is primarily focused on classes pertaining to a specific area such as agriculture, business, allied health, or criminal justice. Many of the courses in an Applied Science Degree may not transfer to a four-year educational institution.

A Certificate of Completion is a one-year training program in a very specific career oriented area such as licensed vocational nursing, computer science, business, or veterinary assisting. Most of the courses in a Certificate program will transfer to an Associate of Applied Science degree.

Complete information concerning degrees and certificates may be found at: http://www.wc.edu/academic-programs/curricula

COURSE SELECTION:
Every semester you will make decisions concerning which classes to take based on your degree, future educational plans, days and times you are available to take classes, courses being offered, and many other variables. In advising you will learn how to review your degree plan for needed courses, how to determine what courses are available, and who to talk with about courses for future semesters.

ACADEMIC ADVISING
New Student advising is conducted in the Weatherford Campus Office of Student Affairs, Weatherford College Wise County, and the Education Centers at Mineral Wells and Granbury. New students are required to visit with an advisor prior to registration. Individual student advising is conducted at all Weatherford College locations year-round during regular business hours on a walk-in basis.

Main Campus, Summer 2013 – Beginning Monday, May 13th, new students will be asked to participate in one of the New Student Success Seminars. To sign up for a New Student Success Seminar please visit the Future Student’s Tab located in MyWC (https://mywc.wc.edu).

After participation in advising, students will have the opportunity to register for classes if all admission requirements have been completed. Additional individual advising sessions will be available after completion of the new student group advising session.

Currently enrolled and returning students will be directed to a computer lab setting for advising and registration. It is strongly recommended that currently enrolled students speak with their academic advisor prior to enrolling in classes.

Weatherford College Wise County - New students to Weatherford College Wise County will be asked to schedule an individual advising session, conducted by WCWC full-time faculty and staff. Immediately following an advising session, students will have the opportunity to register for classes if all needed admission requirements have been met. Please contact the campus at 940-627-2690 or wisecounty@wc.edu to schedule an individual advising session.

For additional information about advising and registration please visit our website at www.wc.edu or contact your local Weatherford College campus/center.

Weatherford College Campus
Adam Finley
Executive Director, Student Engagement
817-598-8831
afinley@wc.edu

Teresa “Terry” Brock
Director of Career & Transfer
817-598-6348
tbrock@wc.edu

Bernadean Connell
Director of Special Populations
817-598-6350
bconnell@wc.edu

Ralph Willingham
Director of Admissions, Veterans Advisor
817-598-6248
rwillingham@wc.edu

Doug Jefferson
Executive Director, Athletic Advisor
817-598-6247
djefferson@wc.edu

Anna Nichols
Advising Specialist
817-598-6463
anichols@wc.edu

Phyllis Tiffin
Counselor
817-598-6246
ptiffin@wc.edu

LaTonya Hines
Assistant Director of Admissions, International Advisor
817-598-6468
lhines@wc.edu

Gilda Garner
Student Affairs Specialist, Bi-lingual Advisor
817-598-8864
ggarner@wc.edu

Education Center at Granbury
Dr. David Russell
Associate Dean for Instruction
817-598-6392
drussell@wc.edu

Linda Hutton
Secretary
817-598-6339
lhutton@wc.edu

Weatherford College
Wise County
Matt Joiner
Associate Dean for Instruction
817-598-8880
mjoiner@wc.edu

Becki Byrd
Student Services Coordinator
817-598-8893
bbyrd@wc.edu

Education Center at Mineral Wells
J.C. Colton
Associate Dean for Instruction
817-598-6242
jccolton@wc.edu

Education Center at Granbury
Dr. David Russell
Associate Dean for Instruction
817-598-6392
drussell@wc.edu

Linda Hutton
Secretary
817-598-6339
lhutton@wc.edu
myWC IS HERE!

The Weatherford College Student Portal that gives you access to degree audits, financial aid, course registration, bill pay, transcripts, advising, and more!

To access myWC, visit WC.edu and click on the myWC link! Log in using your WC Student username and Password.

**myWC REFERENCE GUIDE**

**HOME TAB**
You will find two helpful sections on the home tab. Coyote Cafe makes the cafeteria menus available and Good Things To Know provides Schedules, Calendars and Student Help.

**CAMPUS LIFE**
Information regarding Campus Activities, Athletics, Clubs and Organizations can be found on the Campus Life tab. Student Forms can also be found here.

**CAMPUS CONNECT**

**Opening Screen**
Takes a few seconds to load. The Campus Connect opening screen is divided into three sections:

1) **Announcements**: General Announcements
2) **Student Access**: Access to Campus Connect Dashboard
3) **Payment Information**: Notification regarding tuition

**Dashboard**
**Student Holds**: Holds against your account (Ex: Parking Ticket, Library Fines)
**Account Balance Information**: Displays current balance and date of last payment. Click on link to see bill and make payments.
**Quicklinks**: Provides links to Direct Deposit, 1098-T Information, Enrollment Verification.
**Demographic Information**: Verify that your information is correct. Report inaccurate information to Student Services.
**Schedule**: View your schedule for the current semester. Links to view/modify your schedule.
**Academic Transcript**: Major, Classification, Advisor’s name, Hours attempted and earned, GPA. Link to produce unofficial transcript.
**Financial Aid Information**: List of awards for current academic year. Links to previous awards and FinAid Transcript.
**Degree Audit**: List of current degree audit choices. Link to view your degree audit transcript.
**Dashboard mini tabs**: scores, gpa, placement, tsi - click on any of the tabs to see additional information regarding test scores, gpa, development placement, and Texas Success Initiative.

**Registration**
**Course availability**: Select Termcode & Options> Display Courses
**Add/drop course**: Select Termcode & Options> Display Schedule & available courses.
**Schedule**: View your schedule for the current semester. Links to view/modify your schedule.
**Grade viewer**: See your current grades.
**Academic transcript**: Major, classification, advisor’s name, hours attempted and earned, GPA. Link to produce unofficial transcript.
**Degree Audit**: List of current degree audit choices. Link to view your degree audit transcript.
**NSC degree verification**: Link to National Student Clearinghouse.

**Account Information**
**Review financial aid**: see aid awarded by year.
**Review/pay account**: select term and see balance due.
**Direct deposit setup**: set up direct deposit for your financial aid.

**Personal Information**
Link is located next to your name at the top of the screen. These settings change what information is visible in the myWC Campus Directory. By default only your name and email are shown in the myWC Campus Directory. The information seen on the biographical information tab is not displayed to anyone unless you select to make it public in the privacy settings tab.

**Logging Out**
To protect the sensitive information on myWC, the best practice is to always log out before closing the browser or navigating away.
### ASSOCIATE IN ARTS (A.A.) GENERAL STUDIES

**ACADEMIC ADVISING GUIDE**

An Associate in Arts degree is designed for students to transfer to four-year universities and consists of the transfer core. The A.A. Degree is composed of 44-45 semester hours of general education core courses and 15-16 semester credit hours of elective credit courses from the Liberal Arts. Elective courses for the Associate in Arts Degree should be selected from the following disciplines: Anthropology, Arts, Communication, English, Drama, Forensic Science, Music, Philosophy, Psychology. Sociology, Social Work, Spanish, Teacher Education.

#### TSI STATUS

**Reading:** ____________  
**Math:** ____________  
**Writing:** ____________

*If applicable, additional courses may be required based on placement test scores.*

#### Reading

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCBO 0100</td>
<td>Integrated Reading/Writing</td>
<td>1</td>
</tr>
<tr>
<td>DEV 0301</td>
<td>Developmental Reading I</td>
<td>3</td>
</tr>
<tr>
<td>DIRW 0302</td>
<td>Integrated Reading/Writing II</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Math

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 0301</td>
<td>Basic Math</td>
<td>3</td>
</tr>
<tr>
<td>MATH 0402</td>
<td>Developmental Algebra</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Writing

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEVW 0100</td>
<td>Special Tutorial/Writing</td>
<td>1</td>
</tr>
<tr>
<td>DEVW 0301</td>
<td>Developmental Writing I</td>
<td>3</td>
</tr>
<tr>
<td>DEVW 0302</td>
<td>Developmental Writing II</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Transfer Coursework

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Mathematics (3-4 credit hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 1332</td>
<td>Contemporary Math</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Natural Science (8 credit hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1406</td>
<td>Principles of Biology I for Majors</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1407</td>
<td>Principles of Biology II for Majors</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1408</td>
<td>General Biology I for Non-Majors</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1411</td>
<td>General Botany</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1413</td>
<td>General Zoology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2401</td>
<td>Human Anatomy &amp; Physics I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2402</td>
<td>Human Anatomy &amp; Physics II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2406</td>
<td>Environmental Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2420</td>
<td>Microbiology for Non-Science Majors</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1412</td>
<td>General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 1403</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 1404</td>
<td>Historical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 1447</td>
<td>Meteorology</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1401</td>
<td>College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1402</td>
<td>College Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1417</td>
<td>Physical Science II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1403</td>
<td>Stars and Galaxies</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1404</td>
<td>Solar System</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2425</td>
<td>University Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2426</td>
<td>University Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Visual/Performing Arts (3 credit hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1303</td>
<td>Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1304</td>
<td>Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1307</td>
<td>Intro to Mass Commun</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1310</td>
<td>Intro to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>HUMA 1315</td>
<td>Fine Arts Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1300</td>
<td>Foundations in Music</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1306</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1310</td>
<td>American Music</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Written Communication (6 credit hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Freshman College English I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Freshman College English II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2311</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>Title</td>
<td>Credits</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>ENGL 231</td>
<td>British Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 232</td>
<td>Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 233</td>
<td>Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 236</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 237</td>
<td>Studies in American Lit</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 238</td>
<td>Studies in American Lit</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 239</td>
<td>World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 240</td>
<td>World Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 241</td>
<td>World Literature II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 231</td>
<td>History of Western Civ -1700</td>
<td>3</td>
</tr>
<tr>
<td>HIST 232</td>
<td>History of Western Civ 1660-</td>
<td>3</td>
</tr>
<tr>
<td>HUMA 1301</td>
<td>Intro to the Humanities I</td>
<td>3</td>
</tr>
<tr>
<td>HUMA 1302</td>
<td>Intro to the Humanities II</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 1301</td>
<td>Intro to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2306</td>
<td>Intro to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2311</td>
<td>Intermediate Spanish I</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2312</td>
<td>Intermediate Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>U.S. History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>U.S. History after 1877</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2351</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Prin of Economics - MACRO</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Prin of Economic - MICRO</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2301</td>
<td>Intro to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2302</td>
<td>Applied Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2314</td>
<td>Life Span Growth &amp; Develop</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Intro to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Fundamentals of Speech</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business &amp; Prof Speaking</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1100-1150</td>
<td>Any Course</td>
<td>1</td>
</tr>
<tr>
<td>KINE 2100-2150</td>
<td>Any Course</td>
<td>1</td>
</tr>
<tr>
<td>KINE 1215</td>
<td>Aerobic Dance Exercise</td>
<td>2</td>
</tr>
<tr>
<td>KINE 2255</td>
<td>Water Safety-Life Guarding</td>
<td>2</td>
</tr>
<tr>
<td>KINE 1338</td>
<td>Concepts of Fitness/Wellness</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1100-1150</td>
<td>Any Course</td>
<td>1</td>
</tr>
<tr>
<td>KINE 2100-2150</td>
<td>Any Course</td>
<td>1</td>
</tr>
<tr>
<td>KINE 1215</td>
<td>Aerobic Dance Exercise</td>
<td>2</td>
</tr>
<tr>
<td>KINE 2255</td>
<td>Water Safety-Life Guarding</td>
<td>2</td>
</tr>
<tr>
<td>KINE 1338</td>
<td>Concepts of Fitness/Wellness</td>
<td>3</td>
</tr>
</tbody>
</table>
ASSOCIATE IN SCIENCE (A.S.) GENERAL STUDIES
ACADEMIC ADVISING GUIDE

An Associate in Science degree is designed for students to transfer to four-year universities and consists of the transfer core. An A.S. degree is awarded upon completion of 60 credit hours with 44 credits of specified core classes, 6-8 hours of science, business, or math electives, and the remaining hours of electives to total a minimum of 60 credits. At least 25% of credit hours must be earned at Weatherford College.

**MATHEMATICS (3-4 CREDIT HOURS)**

- MATH 1414 College Algebra 4
- MATH 1324 Algebra w/Business Appl 3
- MATH 1332 Contemporary Math 3
- MATH 2413 Calculus I 4

**NATURAL SCIENCE (8 CREDIT HOURS)**

- BIOL 1406 Princ of Biology I for Majors 4
- BIOL 1407 Princ of Biology II for Majors 4
- BIOL 1408 General Biology I for Non-Majors 4
- BIOL 1411 General Botany 4
- BIOL 1413 General Zoology 4
- BIOL 2401 Human Anatomy & Phys I 4
- BIOL 2402 Human Anatomy & Phys II 4
- BIOL 2406 Environmental Biology 4
- BIOL 2420 Microbiology for Non-Science Majors 4
- BIOL 2421 Microbiology for Science Majors 4
- CHEM 1411 General Chemistry I 4
- CHEM 1412 General Chemistry II 4
- GEOL 1403 Physical Geology 4
- GEOL 1404 Historical Geology 4
- GEOL 1447 Meteorology 4
- PHYS 1401 College Physics I 4
- PHYS 1402 College Physics II 4
- PHYS 1415 Physical Science I 4
- PHYS 1417 Physical Science II 4
- PHYS 1403 Stars and Galaxies 4
- PHYS 1404 Solar System 4
- PHYS 2425 University Physics I 4
- PHYS 2426 University Physics II 4

**VISUAL/PERFORMING ARTS (3 CREDIT HOURS)**

- ARTS 1301 Art Appreciation 3
- ARTS 1303 Art History Survey I 3
- ARTS 1304 Art History Survey II 3
- COMM 1307 Intro to Mass Commun 3
- DRAM 1310 Intro to Theatre 3
- HUMA 1315 Fine Arts Appreciation 3
- MUSI 1300 Foundations in Music 3
- MUSI 1306 Music Appreciation 3
- MUSI 1310 American Music 3
### Humanities (3 Credit Hours)
- ENGL 2321 British Literature 3
- ENGL 2322 Survey of English Literature 3
- ENGL 2323 Survey of English Literature 3
- ENGL 2326 American Literature 3
- ENGL 2327 Studies in American Lit 3
- ENGL 2328 Studies in American Lit 3
- ENGL 2331 World Literature 3
- ENGL 2332 World Literature I 3
- ENGL 2333 World Literature II 3
- ENGL 2341 Forms of Literature 3
- HIST 2311 History of Western Civ -1700 3
- HIST 2312 History of Western Civ 1660- 3
- HUMA 1301 Intro to the Humanities I 3
- HUMA 1302 Intro to the Humanities II 3
- PHIL 1301 Intro to Philosophy 3
- PHIL 2306 Intro to Ethics 3
- PHIL 2321 Philosophy of Religion 3
- SPAN 2311 Intermediate Spanish I 3
- SPAN 2312 Intermediate Spanish II 3

### U.S. History (6 Credit Hours)
- HIST 1301 U.S. History to 1877 3
- HIST 1302 U.S. History after 1877 3

### Political Science (6 Credit Hours)
- GOVT 2305 Federal Government 3
- GOVT 2306 Texas Government 3

### Social/Behavioral Science (3 Credit Hours)
- ANTH 2351 Cultural Anthropology 3
- ECON 2301 Prin of Economics - Macro 3
- ECON 2302 Prin of Economic - Micro 3
- PSYC 2301 Intro to Psychology 3
- PSYC 2302 Applied Psychology 3
- PSYC 2314 Life Span Growth & Develop 3
- PSYC 2315 Psychology of Adjustment 3
- SOCI 1301 Intro to Sociology 3

### Verbal Communication (3 Credit Hours)
- SPCH 1311 Fundamentals of Speech 3
- SPCH 1315 Public Speaking 3
- SPCH 1321 Business & Prof Speaking 3

### Kinesiology (3 Credit Hours)
- KINE 1100-1150 Any course 1
- KINE 2100-2150 Any course 1
- KINE 1215 Aerobic Dance Exercise 2
- KINE 2255 Water Safety-Life Guarding 2
- KINE 1338 Concepts of Fitness/Wellness 3

### Math Elective (3-4 Credit Hours)
- MATH Any course number with MATH prefix 3/4

### Natural Science, Math, or Business Electives (6-8 Credit Hours)
- Any 4 Credit Hr Lab Science 4
- Any course number with MATH prefix 3/4
- Any course with ACCT, ACNT, ECON, or BUSI prefix 3

### Electives (3-7 Credit Hours)

### Total Credit Hours Required for Graduation (60 Credit Hours)

**Student Notes:**
These worksheets are designed to help you plan your schedule of classes. Prior to registration, you are encouraged to visit with your academic advisor. After you complete your worksheet, go to CampusConnect and register for your classes. It is your responsibility to ensure that you have met course prerequisites, are in compliance, and enroll in courses which satisfy your major’s requirements.

### SCHEDULE WORKSHEET

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30</td>
<td>11:00</td>
<td>12:30</td>
<td>2:00</td>
<td>3:30</td>
<td>6:30</td>
</tr>
<tr>
<td>10:45</td>
<td>12:15</td>
<td>1:45</td>
<td>3:15</td>
<td>4:45</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4:15</td>
<td></td>
<td>6:30</td>
</tr>
</tbody>
</table>

**NOTE:**
When deciding how many course/credit hours to take each semester, take into consideration your other obligations. Work, family, extracurricular activities, and other life events will require your time throughout the semester. 12 Credit hours is considered a full-time course load. For each credit hour in which you enroll you can expect to spend 2 hours each week outside of class studying or preparing course assignments. Therefore, a 12 hours course load will require 24 hours of your time outside the classroom each week.
### ADDITIONAL SCHEDULE WORKSHEET

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:45</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:45</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:45</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6:30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**YEARLY PLANNER**

Name: __________________________________ Degree: __________________________ Date: ____________________

Transfer School: ______________________ Major: __________________________________ Advisor: ______________________

<table>
<thead>
<tr>
<th>TERM</th>
<th>COURSE</th>
<th>CR. HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TERM</th>
<th>COURSE</th>
<th>CR. HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TERM</th>
<th>COURSE</th>
<th>CR. HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
REGISTRATION

Once you have spoken with an admissions advisor and you have provided all needed documents to Student Services you will be eligible to register for the classes you wish to take during the designated registration dates. Eligible students have the option of registering face-to-face in Student Services or taking advantage of online registration.

You may register online if:
- You are a new student and have attended advising and have provided all needed documents to Student Services;
- You have attended WC during the previous twelve months;
- You have no holds (financial, transcripts, TSI);
- You are in good academic standing (not on academic suspension).

Some courses may require instructor permission to participate. You are required to register in person for these classes once you have received written permission from the instructor.

HOW TO REGISTER ONLINE

- Go to the Weatherford College homepage (www.wc.edu);
- Click on MyWC;
- Enter MyWC using your WC username and PIN.
- Read the Message Notification and Acknowledge to continue.
- Select Add/Drop classes under the Registration Drop down menu or select Modify Your Schedule within the Schedule Portlet
- Search for classes by selecting the appropriate campus and department. Once you select Add, the class has been added to your schedule.
- Once your schedule is complete, make arrangements for the payment of tuition. Refer to pages 25-27 for information regarding payment options.

Please direct questions to Student Services: 817-598-8831 or Adam Finley at afinley@wc.edu.

During designated registration periods the online registration system will be available 24 hours a day, including holidays, except for periods of routine maintenance. For the most up-to-date course offerings, go to www.wc.edu and click on “Catalog and Schedules.”
To view the Schedule of Classes go to www.wc.edu and click on “Schedules” tab.

When using the College website to check for course availability or to register for classes you will select the term code (semester) for which you are seeking classes and the department in which the class will be located. Following are the department and program abbreviations (rubrics) you will see on the schedule of classes:

<table>
<thead>
<tr>
<th>Program</th>
<th>Abbreviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>ACCT, ACNT</td>
</tr>
<tr>
<td>Aerospace Study (ROTC)</td>
<td>AERO</td>
</tr>
<tr>
<td>Agriculture</td>
<td>AGAH, AGCR, AGEQ, AGRI</td>
</tr>
<tr>
<td>Anthropology</td>
<td>ANTH</td>
</tr>
<tr>
<td>Art &amp; Design</td>
<td>ARTS</td>
</tr>
<tr>
<td>Associate Degree Nursing</td>
<td>RNSG</td>
</tr>
<tr>
<td>Basic Peace Officer (Law Enforcement Academy)</td>
<td>CJLE</td>
</tr>
<tr>
<td>Bible</td>
<td>BIBL</td>
</tr>
<tr>
<td>Biology</td>
<td>BIOL</td>
</tr>
<tr>
<td>Business</td>
<td>BMGT, BUSG, BUSI</td>
</tr>
<tr>
<td>Human Resources</td>
<td>HRPO</td>
</tr>
<tr>
<td>Marketing</td>
<td>MRKG</td>
</tr>
<tr>
<td>Chemistry</td>
<td>CHEM</td>
</tr>
<tr>
<td>Communications</td>
<td>COMM</td>
</tr>
<tr>
<td>Computer Science</td>
<td>COSC</td>
</tr>
<tr>
<td>Animation, Interactive Technology, Video Graphics &amp; Special Effects</td>
<td>GAME</td>
</tr>
<tr>
<td>Business Computer Applications</td>
<td>BCIS</td>
</tr>
<tr>
<td>Computer &amp; Information Security Systems</td>
<td>ITSY</td>
</tr>
<tr>
<td>Computer &amp; Information Sciences</td>
<td>ITSC</td>
</tr>
<tr>
<td>Computer Installation &amp; Repair Technology</td>
<td>CPMT</td>
</tr>
<tr>
<td>Computer Programming/Programmer</td>
<td>ITSE</td>
</tr>
<tr>
<td>Computer Systems Networking &amp; Telecommunications</td>
<td>ITCC, ITNW</td>
</tr>
<tr>
<td>Data Modeling/Warehousing &amp; Database Administration</td>
<td>ITSE, ITSW</td>
</tr>
<tr>
<td>Data Processing Technology</td>
<td>ITSW</td>
</tr>
<tr>
<td>Graphic Design</td>
<td>ARTC</td>
</tr>
<tr>
<td>Web Page, Digital/Multimedia &amp; Information Resources Design</td>
<td>IMED, INEW, ITSE</td>
</tr>
<tr>
<td>Cosmetology</td>
<td>CSME</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>CRIJ</td>
</tr>
<tr>
<td>Developmental Reading</td>
<td>DEVR</td>
</tr>
<tr>
<td>Developmental Writing</td>
<td>DEVW</td>
</tr>
<tr>
<td>Diagnostic Medical Sonography</td>
<td>DMSO</td>
</tr>
<tr>
<td>Drama</td>
<td>DRAM</td>
</tr>
<tr>
<td>Early Childhood Education/Child Care Provider</td>
<td>CDEC, TECA</td>
</tr>
<tr>
<td>Economics</td>
<td>ECON</td>
</tr>
<tr>
<td>Education</td>
<td>EDUC</td>
</tr>
<tr>
<td>Emergency Medical Technology</td>
<td>EMSP</td>
</tr>
<tr>
<td>English</td>
<td>ENGL</td>
</tr>
<tr>
<td>Fire Science Technology</td>
<td>FIRS, FIRT</td>
</tr>
<tr>
<td>Forensic Science</td>
<td>FORS</td>
</tr>
<tr>
<td>French</td>
<td>FREN</td>
</tr>
<tr>
<td>Gaming Design &amp; Programming</td>
<td>GAME</td>
</tr>
<tr>
<td>Geography</td>
<td>GEOG</td>
</tr>
<tr>
<td>Geology</td>
<td>GEOL</td>
</tr>
<tr>
<td>Government</td>
<td>GOVT</td>
</tr>
<tr>
<td>Health Nutrition</td>
<td>HECO</td>
</tr>
<tr>
<td>History</td>
<td>HIST</td>
</tr>
<tr>
<td>Humanities</td>
<td>HUMA</td>
</tr>
<tr>
<td>Kinesiology &amp; Intercollegiate Athletics</td>
<td>KINE</td>
</tr>
<tr>
<td>Mammography</td>
<td>MAMT</td>
</tr>
<tr>
<td>Mathematics</td>
<td>MATH</td>
</tr>
<tr>
<td>Medical Terminology</td>
<td>HPRS</td>
</tr>
<tr>
<td>Military Science Classes</td>
<td>MSLC</td>
</tr>
<tr>
<td>Music</td>
<td>MUAP, MUEN, MUSI</td>
</tr>
<tr>
<td>Occupational Therapy Assistant</td>
<td>OTHA</td>
</tr>
<tr>
<td>Office Technology</td>
<td>POFI, POFT</td>
</tr>
<tr>
<td>Philosophy</td>
<td>PHIL</td>
</tr>
<tr>
<td>Phlebotomy Technology</td>
<td>PLAB</td>
</tr>
<tr>
<td>Physical Therapist Assistant</td>
<td>PTHA</td>
</tr>
<tr>
<td>Physics/Physical Science/Astronomy</td>
<td>PHYS</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSYC</td>
</tr>
<tr>
<td>Radiologic Technology</td>
<td>RADR</td>
</tr>
<tr>
<td>Respiratory Care</td>
<td>RSPT</td>
</tr>
<tr>
<td>Social Work</td>
<td>SCWK, SOCW</td>
</tr>
<tr>
<td>Sociology</td>
<td>SOCI</td>
</tr>
<tr>
<td>Spanish</td>
<td>SPAN</td>
</tr>
<tr>
<td>Speech</td>
<td>SPCH</td>
</tr>
<tr>
<td>Veterinary Assisting</td>
<td>VTHT</td>
</tr>
<tr>
<td>Vocational Nursing</td>
<td>VNSG</td>
</tr>
</tbody>
</table>

To VIEW the Schedule of Classes go to www.wc.edu and click on “Catalogs & Schedules” tab.

To REGISTER online, log in to myWC.
Once you locate the department and course you are interested in you will see a screen like the one below. This page explains the information located on the Campus Connect screen.
Print your Class Schedule

It is sometimes necessary to change a room location or course instructor prior to the first day of a semester. A day or two before the semester begins, return to Campus Connect/My WC and print a copy of your class schedule to ensure you have the most current course information.

Course Cancellations

A minimum number of students is required in each class before a course can be taught. Class size may vary according to the location in which the class is being offered. Courses may be cancelled due to lack of enrollment or if an instructor is unavailable. Students enrolled in a cancelled course will be notified as soon as possible.

Special Instructions

Please Read Carefully

• The second digit of each course number indicates the semester hour value.
• “X” as last letter in 4-letter prefix denotes required lab.
• ALL developmental classes require tutorial hours. Failure to attend developmental classes could result in the student being dropped from ALL classes.

Off-Campus Building Abbreviations:

ASC Animal Science Classroom: located on HWY 51 South.
BSM Baptist Student Ministry: located at 118 E. Park Ave., Weatherford, TX 76086
ECGB Education Center at Granbury: located at 210 North Jones, Granbury, TX 76048
ECMW Education Center at Mineral Wells: located at 704 Hood Road, Mineral Wells, TX 76067
EMS SITE EMS Clinicals
HOSPITAL RN, VN, RT Clinicals
INTERNET Internet Class
WCWC Weatherford College Wise County: located at 502 Big Sandy Court, Bridgeport, TX 76426
WFORD FD Weatherford Fire Dept: contact Fire Science Department for location: 817-598-6347

Instructional Modes

Instructional mode describes the way the course is taught.

FTF - Face-to-Face. Traditional lecture class. All scheduled classes will meet at the designated time and location.
I - Internet. Delivered largely through the online course website. Two face-to-face assessment meetings are required for each course.
TWR - Two-way video receiving. A face-to-face offering in which real-time video broadcast substitutes for the instructor. Students are able to interact with the instructor via electronic communications.
TWS - Two-way video sending. A traditional face-to-face offering with instructor present. Sending courses will require instructor interaction with remote students.
HYB - Hybrid. A blend of traditional face-to-face and technology-enhanced course work. Specific requirements for each course are available from the instructor.
PRC - Practicum. A practical experience course that may take place at college facilities or at a designated work site.

Experience the Action.
CURRENT STUDENTS!

AVOID Long Lines

Register Online

Online Registration for Fall, 2013 begins April 15, 2013

Online Registration for Spring, 2014 begins Nov. 7, 2013

Online Registration for Summer, 2014 begins April 3, 2014

DON’T LOSE YOUR SPOT REGISTER EARLY ONLINE
TUITION AND FEES

Business Building, Lower Level (BUSI-LL)
Business Services / Ruth Campfield, Controller / 817-598-6265.
Fall 2013 Early Registration - Payment is due by Aug. 1, 2013.
Fall 2013 Registration after Aug. 1, 2013 - Payment is due at the time of registration.
December -Mini Registration - Payment is due at the time of registration.
Spring 2014 Early Registration - Payment is due by Jan, 8, 2014.
Spring 2014 Registration after Jan. 8, 2014 - Payment is due at the time of registration.
May-Mini, Summer I & II 2014 Registration - Payment is due at the time of registration.

Students who are receiving financial aid must confirm their financial award with the Financial Aid Office prior to registration.

Senior citizens (65 or older) auditing classes receive an exemption for all tuition and fees, regardless of the number of hours taken. Those taking classes for credit may receive an exemption for tuition for six hours per semester on a space available basis. Application for senior citizen exemption must be made in the Financial Aid Office on the date of registration. Tuition, fees, instructors and classes are subject to change without notice.

<table>
<thead>
<tr>
<th>2013-2014 ACADEMIC YEAR TUITION AND FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td>9</td>
</tr>
<tr>
<td>10</td>
</tr>
<tr>
<td>11</td>
</tr>
<tr>
<td>12</td>
</tr>
<tr>
<td>13</td>
</tr>
<tr>
<td>14</td>
</tr>
<tr>
<td>15</td>
</tr>
<tr>
<td>16</td>
</tr>
<tr>
<td>17</td>
</tr>
<tr>
<td>18</td>
</tr>
<tr>
<td>19</td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>21</td>
</tr>
<tr>
<td>22</td>
</tr>
<tr>
<td>23</td>
</tr>
<tr>
<td>24</td>
</tr>
</tbody>
</table>

ADDITIONAL FEES, AS APPLICABLE

All fees must be paid by cash, cashier’s check, money order or credit card. All fees are non-refundable.

TESTING CENTER FEES

ADN-A&P Test ...................................................... $25
CLEP Administration Fee ....................................... $15
COMPASS Test ..................................................... $25
GED Test ............................................................... $90
GED Retest - Per Test .............................................. $10
HOBET V Test ....................................................... $50
IC3 Test ................................................................. $32
MOS Test .............................................................. $86
PROCTOR Fee ......................................................... $25
QUICK THEA Administration Fee ........................... $10
State Fire Certification Test ...................................... $25
TEAS Test ............................................................ $35
TCLEOSE Test ..................................................... $25
TSI Assessment Test ............................................. $25

OTHER FEES

Alcohol Awareness Certificate Replacement Fee .......... $10
Coyote Card Replacement Fee .................................. $25
International Processing Fee ..................................... $50
Late Registration Fee ............................................ $75
Reinstatement Fee ................................................ $50
Return Check Service Charge ................................... $25
Teacher Certification Application Fee ....................... $50
Three-Peat Fee (per semester hour) ......................... $50

Refer to the Catalog for a listing of laboratory fees.

LATE REGISTRATION

A $75 late registration fee will be assessed when an individual registers for classes on or after the first day of the semester.

REINSTATEMENT FEE

A $50 reinstatement fee will be assessed when an individual re-enrolls for classes after previously being dropped from classes for non-payment of tuition and fees. Students who are dropped for non-payment and re-register on or after the first day of classes will be charged both the reinstatement fee and the late registration fee.

PARKING FEES

All students must register and obtain a College parking permit before operating their vehicles on campus property. Parking permits may be paid for at the Business Office. Parking permits must be picked up from the Campus Police Department located in Couts Hall (COUT-LL).

Permit fees are assessed as follows:

$30 - Fall Semester
$30 - Spring Semester
$20 - Summer I Session
$20 - Summer II Session

$15 - for Continuing Education Students in classes for more then 14 days
$2 - additional fee for registering more than one vehicle
REGISTRATION GUIDE 2013-2014

REPEAT 3 Fee
There is a $50 per semester credit hour charge (Ex: $150 for a three-hour course) for those hours attempted for the third time or more. The charge will appear on the student's statement as “Repeat 3 Fee.” Students may request a waiver of the Three-Peat fee based on hardship in the financial aid office where they will be informed about the procedures. Students may receive the waiver for no more than one time per class and no more than three times cumulatively.

MUAP -INDIVIDUAL MUSIC INSTRUCTION Fee
A fee of $150.00 per semester hour is assessed for MUAP Individual Music Instruction.

RETURNED CHECK AND UNPAID CHARGES
A $25 returned check fee is charged for each check returned by a financial institution for any reason. Returned checks for tuition and fees will be considered non-payment; therefore the student will be subject to being dropped from all classes. The College will no longer accept checks from an individual who has a prior returned check.
Any unpaid charges will be sent to a third party agency for collection. The student will be responsible for all collection costs and attorney fees.

GENERAL REFUND POLICY
If you drop a class prior to the first day of the semester you will receive a 100% refund of tuition and fees for the course. Refunds for classes dropped on or after the first day of the semester are based upon the Texas Higher Education Coordinating Board refund schedule which can be found in the Weatherford College Catalog.

DISCLAIMER: Refund dates are based upon regular semester length classes, not varying length classes. Individual programs may have additional/different refund dates. Students are responsible for information in each class they attend.

TUITION PAYMENT PLAN

<table>
<thead>
<tr>
<th>Target Dates to Enroll By</th>
<th>Summer 2013 E-Cashier available on April 10, 2013. Full payments may be made on e-Cashier through June 4, 2013.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day to enroll online</td>
<td>Required down payment</td>
</tr>
<tr>
<td>June 4</td>
<td>50%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Target Dates to Enroll By</th>
<th>Summer 2013 E-Cashier available on April 10, 2013. Full payments may be made on e-Cashier through July 11, 2013.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day to enroll online</td>
<td>Required down payment</td>
</tr>
<tr>
<td>July 11</td>
<td>50%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Target Dates to Enroll By</th>
<th>Fall 2013 E-Cashier available on April 10, 2013. Full payments may be made on e-Cashier through Aug. 27, 2013.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day to enroll online</td>
<td>Required down payment</td>
</tr>
<tr>
<td>May 1</td>
<td>none</td>
</tr>
<tr>
<td>June 1</td>
<td>none</td>
</tr>
<tr>
<td>June 30</td>
<td>none</td>
</tr>
<tr>
<td>July 22</td>
<td>25%</td>
</tr>
<tr>
<td>Aug 21</td>
<td>50%</td>
</tr>
<tr>
<td>Aug 27</td>
<td>50%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Target Dates to Enroll By</th>
<th>Spring 2014 e-Cashier available on November 04, 2013. Full payments may be made on e-Cashier through Jan. 14, 2014.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day to enroll online</td>
<td>Required down payment</td>
</tr>
<tr>
<td>Dec 1</td>
<td>none</td>
</tr>
<tr>
<td>Dec 19</td>
<td>25%</td>
</tr>
<tr>
<td>Jan 10</td>
<td>50%</td>
</tr>
<tr>
<td>Jan 14</td>
<td>50%</td>
</tr>
</tbody>
</table>

Installment plan payments are processed automatically from the account provided on the 5th of each month and will continue until the balance is paid in full. All down and full payments are processed IMMEDIATELY.

To help students meet their educational expenses, Weatherford College offers FACTS as a convenient online payment option. Students who choose to use FACTS may select an installment plan and may choose to make payments from their checking or savings account or by Visa, MasterCard, American Express, or Discover credit cards. A $25 per semester, nonrefundable FACTS enrollment fee is the only cost to budget monthly payments through FACTS.

ADVANTAGES
• Easy online enrollment
• Monthly payment plan
• Flexible payment options
• No interest

PAYMENT METHODS
• Automatic bank payment (ACH)
• Credit card/debit card

E-CASHIER AVAILABILITY
Availability of e-Cashier is determined by Weatherford College. Please be aware that the college may elect not to have e-Cashier available during specific times and dates during registration.

BALANCE ADJUSTMENTS
Please do not assume your balance will automatically be adjusted if financial aid is received or a class is dropped or added. You should review your agreement balance online through My FACTS Account or contact the Weatherford College Business Office at 817-598-6265 to confirm the change.

COST TO PARTICIPATE
• $25 enrollment fee per semester (ACH & credit card)
• $30 returned payment fee if a payment is returned

SIMPLE STEPS TO ENROLL IN THE PAYMENT PLAN
• Go to www.wc.edu
• Click on myWC and log in
• Click on CampusConnect tab
• Acknowledge message notification
• Under Account Info select Review/Pay Account
• Select the term
• Click Pay by FACTS at the bottom

Before you click the Submit button, please read carefully through the Final Review and the Terms and Conditions. An immediate e-mail will be sent (if an e-mail address is provided for the person responsible for payment) confirming enrollment through e-Cashier.

For additional help, call 800-609-8056. Hours: Monday-Thursday, 7:30 a.m. - 7 p.m., and Friday, 7:30 a.m. - 5 p.m.
FINANCIAL AID INFORMATION

Student Services Building, Upper Level (STSV-UL)
Donnie Purvis, Director of Financial Aid / 817-598-6295

The Financial Aid Department at Weatherford College is available to assist you if you are unable to meet the costs of attending college. You may be eligible for financial assistance made available from several sources. Based on the determination of need as established by the U.S. Department of Education (USDOE), the primary responsibility of financing an education rests with students and their families; however, grants, scholarships, loans, work opportunities and other financial assistance programs are available to students who qualify for these programs.

All federal financial aid is awarded in strict compliance with federal regulations, state regulations and institutional policies and procedures. Priority is given to students with the greatest documented financial need who have completed the Free Application for Federal Student Aid (FAFSA) and all other required paperwork by the published priority dates. Processed applications and all other required paperwork must be submitted to the financial aid office no later than June 24, 2013 for the Fall 2013 term and no later than November 18, 2013 for the Spring 2014 term. Otherwise, funds may not be available for assistance with tuition and books by the payment deadline date. If you have missed the deadline, you will need to make payment arrangements through our FACTS payment system.

You may access the financial aid application forms for grants and scholarships at http://www.wc.edu/financialaid. If you are considered a dependent student based upon the USDOE policies, then both you and your parent must obtain a separate PIN number, and both of you must sign the FAFSA. Failure to sign the FAFSA appropriately may delay the processing of your FAFSA.

WC’s award year for financial aid purposes is fall, spring and summer. Each student seeking federal and/or state financial aid must complete the FAFSA.

In addition to grants, scholarships, loans and work study programs, the Texas Legislature has established additional waiver, exemption and grant programs to provide assistance to students who are Texas residents. Waiver and/or exemption requests and documentation must be provided to the financial aid office no later than the official census day for the term in which the waiver or exemption is requested. Documentation received after census day will not be honored. Additional information about these programs is available from the financial aid office or online at www.collegeforalltexans.com.

Students can check the status of their financial aid on myWC. If you have been issued a student ID and password, you can login to myWC and click on the financial aid link and check your current status. If you have been awarded financial aid, all of your awards will display for you.

PLEASE NOTE: myWC is the primary way the Financial Aid Office notifies you of your current financial aid status. You can view your awards or any missing information that we need from you here. Log into myWC at https://mywc.wc.edu/ics.

The level of federal and/or state financial aid provided to students is based on demonstrated financial need. This is the difference between the reasonable cost of attending college for one year and the estimated family contribution as determined by the USDOE. In order to receive financial aid, students are responsible for the following:

- Submit all documents requested by the Financial Aid Office,
- Ensure that the correct mailing address is on file with the Admissions Office,
- Check that there are no HOLDS placed on your student records,
- Complete entrance and/or exit counseling if you have a Student or PLUS Loan,
- Verify that your Educational Objective is correct on your Admissions file, and
- That your Admissions file contains all requested documentation.

WC’s Office of Financial Aid accepts no responsibility for billings, refund checks, direct deposits, or correspondence from this office that is sent to an incorrect address or difficulties caused by the postal service or other delivery method.

WHAT IS RETURN TO TITLE IV OR R2T4?

Section 668.22 of the Higher Education Amendments of 1998 requires that Weatherford College calculate a return of unearned financial aid for any student who totally withdraws or stops attending classes within the first 60% of the semester. This calculation is based on calendar days. Funds will be returned to the various federal programs according to a schedule established by the USDOE. This may result in the student owing a balance to the college and/or the federal government. Students should contact the financial aid office for additional information prior to withdrawing from classes.

For additional information or assistance, please contact the financial aid office at 817-598-6295.

IMPORTANT NOTE:

- The federal school code for WC is 003664.
- WC’s award year for financial aid purposes is fall, spring and summer.
- Each student seeking federal and/or state financial aid must complete the FAFSA on an annual basis.
1. Students receiving financial aid must attend all classes in order to receive financial aid.

2. Students must maintain Satisfactory Academic Progress in order to continue to receive financial aid.

3. Students wishing to make application for a Special Circumstance may obtain instructions from the Financial Aid Office. Only circumstances or mitigating factors beyond the student or student’s family control are considered.

4. Students who are in default on a federal student loan or have an outstanding Return to Title IV (R2T4) are not eligible to receive grants or loans until the issue is resolved. Documentation from the appropriate agency is required to continue the process on your paperwork.

5. If you are applying for a student loan and enrolled in fewer than 6 semester hours at the time of disbursement, you are not eligible and will not receive your requested loan proceeds.

6. Continuing Education programs are not approved for any Title IV or federal assistance.

**Don’t Forget:**
Excessive student absences may jeopardize your academic standing and your federal financial aid causing you to be obligated to return aid received during that semester.
STUDENT RESOURCES - MOST AVAILABLE AT NO CHARGE TO OUR STUDENTS

A BETTER LIFE THROUGH EDUCATION (A.B.L.E.)
Student Services Building, Lower Level (STSV-LL)
Bernadean Connell, Director / 817-598-6350

The ABLE program offers day care and transportation assistance to full-time occupational education students who cannot afford those expenses while pursuing their educational goals. This assistance is designed for special populations of students such as single parents and displaced homemakers, as well as Pell Grant recipients, and students in nontraditional majors. Students who are retraining after being laid-off from employment may also qualify for this assistance.

ACADEMIC RESEARCH CENTER (ARC)
Academic Building, Lower Level
Lee Butler / 817-598-6345

The Academic Research Center (ARC) is a comprehensive facility offering assistance in research projects, access to online research materials, tutoring in advanced subjects, and tutoring for all levels of mathematics. It is a place where questions have answers, even if that answer is “Let’s find out.” Staff are available to answer questions about research, student-available technology (wireless access), and to provide student technical support. Additionally, various faculty members hold a portion of their office hours in the ARC and are available to assist students with questions. The ARC’s mission is to provide a setting for inquiry and intellectual pursuit.

CAREER AND TRANSFER CENTER
Doss Student Center    Weatherford College Wise County
Terry Brock, Director / 817-598-6348    Becki Byrd, Student Services Coordinator / 940-627-2690

The Career and Transfer Center provides career advising, job search resources, and information related to university transfer procedures. In addition, CTC advisors work with students who have not declared a major or chosen a career pathway, and with individuals who are making a career change, to develop an education plan based on career goals.

Students should schedule an appointment with a Career and Transfer Center advisor as soon as possible after enrollment at Weatherford College. Advising will include discussion of career-related education options and associated coursework, enabling students to properly select courses that correlate with university degree plans. The CTC will also provide materials and resources related to transfer procedures.

Several events are sponsored by the Career and Transfer Center throughout the year, including job fairs, university transfer fairs, and various workshops. For additional information, please call 817-598-6377 or visit the Career and Transfer Center on the main campus in Weatherford. Our location and hours are posted on our website at www.wc.edu/career-center-home.

COUNSELING SERVICES FOR STUDENTS
Doss Student Center
Phyllis Tiffin / 817-598-6246

Individual and group counseling is available to all WC students. Personal issues and concerns such as decision-making, personal relationship skills, increasing self-confidence, and personal adjustments necessary to be successful may be topics which students might address with the assistance of a WC counselor. Appointments can be scheduled in person in the Student Services Office or by calling 817-598-6246.

INSTRUCTIONAL SUPPORT
The goal of Instructional Support is to provide students with the skills, resources, and experiences needed to succeed in college. Under the guidance of Rhonda Torres, Dean of Teacher Education & Instructional Support, this area continues to meet the needs of a growing and diverse student population at Weatherford College. Tutors in all centers are CRLA certified.

The Developmental Reading & Writing Program at Weatherford College provides courses designed to improve students’ basic skills in reading and writing, giving students a strong foundation on which to build their educational careers.

The Success Connection, located on the lower level of the Liberal Arts Building, is a tutoring lab where students come to receive help in completing homework assignments. Computerized software and tutors are available to assist students as needed. Math tutors are on site during all open hours and students may come to the Success Connection to complete math homework assignments. Tutors for chemistry, physics, English, and history are also available on a limited basis. The Success Connection offers study strategies and provides techniques for improving study habits. Workshops are available to help students prepare for placement assessments.
The Streib Academic Computer Center, located on the lower level of the Library, provides access for students needing to complete assignments or research. Computers are available to allow students to complete word processing, spreadsheet, database, and PowerPoint assignments. Course-specific software is also available for accounting, agriculture, biology, English, higher-level mathematics, nursing, anatomy & physiology, and Spanish. Staff members assist with learning needs, especially using computers to complete academic assignments.

The Writing Center, located in LART 118, is open to all students who need help with writing assignments for any course. Certified tutors are ready to help students with all stages of the writing assignment.

**WCWC ACADEMIC RESOURCE CENTER**

The WCWC Academic Resource Center offers tutoring in mathematics, reading, and writing, and biology. The Student Success Center also houses the WCWC Writing Center and Accommodations office for students with disabilities. All services are free of charge. Hours of operation are Monday through Thursday with appointments available on Friday and Saturday as well. Hours vary by semester and are posted throughout the WCWC campus. Appointments are not necessary. Phone number is 817-598-8889.

**INTERNATIONAL SERVICES**

**Student Services Building, Lower Level (STSV-LL)**

Latonya Hines, Assistant Director of Admissions / 817-598-6468

In order to enroll international students, the Weatherford College International Office must comply fully with federal regulations as provided by U.S. Immigration and Customs Enforcement and the U.S. Department of Homeland Security. All international students should check the Weatherford College International Student website (http://www.wc.edu/international-student-admissions) for the International Admissions Packet, which includes the timeline for admissions and the forms necessary to apply for admissions. Students may submit their admissions packet via email or in person. International Admissions Packets are also available in the International Office located on the lower level of the Student Services Building.

**LIBRARY**

www.wc.edu/library

Jeff Dunn, 817-598-6425

Weatherford College Wise County

Henry Wang, Librarian / 940-626-3252

- Find great research resources and study spaces.
- Use computers for research and study.
- Consult with Librarians and use reference books for research assistance.
- Check out books, notebooks (in building only) and reserve materials.
- Provides an excellent collection of information resources consisting of books, periodicals, electronic and other appropriate formats to meet the educational, research and enrichment needs of our students, faculty and staff;
- Teaches information literacy skills in individual and group settings, thereby empowering our users to be successful, lifelong learners, and informed citizens of their community.

**SPECIAL SERVICES AND STUDENT ACCOMMODATIONS**

**Student Services Building, Lower Level (STSV-LL)**

Bernadean Connell, Director / 817-598-6350

Services for students with disabilities or special educational needs are available through the Student Services Office. If you are a student with a disability and need special accommodations, contact the Special Services Director.

**STUDENT SUPPORT SERVICES (SSS)**

**Student Services Building, Upper Level (STSV-UL)**

Dawn Kahlden, Director / 817-598-6499

SSS is a federally funded TRIO program that provides services to eligible students to help them succeed at WC and to assist them in transferring to four-year institutions. The Student Support Services program is committed to making college a rewarding and successful experience for each student participant. Services available to eligible students include individual development planning (IDP), one-on-one and/or group tutoring, workshops and cultural enrichment. For more information, contact the SSS office.
**Testing Services**

*Student Services Building-Upper Level (STSV-UL)*
Lela Morris, Director / 817-598-6383

*Weatherford College Wise County*
Becki Byrd, Student Services Coordinator / 940-627-2690

*Education Center at Granbury*
Linda Hutton / 817-598-6339

*Education Center at Mineral Wells*
Karen Wells / 817-598-8850

A variety of entrance tests and certification examinations are offered through the Weatherford College Testing Center. These include the GED, THEA, Compass, ACT, CLEP, TEAS, and TCLEOSE. For more information about scheduling a test and test fees, please contact the Testing Center.

**Transcripts**

225 College Park Drive, Weatherford, TX 76086
FAX: 817-598-6205
Phone: 817-598-6218

*Weatherford College Wise County*
502 Big Sandy Court, Bridgeport, TX 76426
FAX: 940-627-0623
Phone: 940-627-2690

Students may request their official Weatherford College transcript by going to the Student Services Office on the Main Campus or to the Wise County Center and presenting a valid photo I.D. Students may also fax or mail a transcript request (form available on the College website, http://www.wc.edu, in the Current Student location). There is no charge for official transcripts. All holds and financial obligations must be clear before a transcript will be released.

**Veterans Information**

*Student Services Building, Lower Level (STSV-LL)*
Ralph Willingham, Director / 817-598-6248

Veterans benefits are available in several different forms and values. As a result of changes effective Fall, 2009, both new and previous students may now be eligible for benefits. For complete information, contact program director, Ralph Willingham.

---

**EDUC 1200 Learning Frameworks**

Use this college-level course that counts as an elective and transfers to most universities to:

- transition from high school to college
- learn how college works
- earn better grades
- develop the study, reading, note-taking, organizational, time-management, test-taking, and critical thinking strategies to help you be successful in college and the workforce
- identify your own learning strengths and weaknesses
- learn different strategies for face-to-face, online, and hybrid courses
- learn how to use library databases to research topics for your papers
- learn about financial aid and develop financial literacy

OWN YOUR FUTURE!
WC STUDENT E-MAIL

Weatherford College students have their own Weatherford College e-mail account. An email account is created for each person who applies to Weatherford College.

**User Name**
- Your User Name will be sent to your personal email 2-5 business days after completion of the Weatherford College application through Apply Texas.

**Password**
- Your password is your full numerical birth date in month, day, and year order (mmddyyyy) for a total of eight characters. For example, if your birth date is March 15, 1991, your password is 03151991. Be sure to use zeros where needed.

**Login**
- To check your WC student e-mail account, please go to http://www.wc.edu/students/student-email. You may check your e-mail from any computer that can assess the Internet by using this address. You can also link to student e-mail from the WC Website, http://www.wc.edu (click on Current Students, then Student E-Mail.)

For help with the student e-mail system, call the Weatherford College Help Desk at 817-598-6364.

**Check your E-mail!**
All WC communication will come to you by student e-mail. This includes:

- Financial Aid Information
- Refund Information
- Payment due dates
- Reminders of important deadlines
- Information from Instructors
- Notices of campus events

**STUDENT E-MAIL IS THE PRIMARY FORM OF COMMUNICATION BETWEEN WEATHERFORD COLLEGE AND ITS STUDENTS. BE SURE TO CHECK YOUR STUDENT E-MAIL REGULARLY.**
ONLINE COURSE INFORMATION

FAQS

How do I get help with the online website?
E-mail your problem to either our Learning Management Administrator, Dixie Harrison, at charrison@wc.edu or your online instructor.

How do I register for an online course?
Registration involves the same process as for traditional courses. (See other requirements to the right of this box.)

How do I contact my online instructor?
If your instructor contact information is not on the course home page, go to http://www.wcinstruction.net and select instructor web pages for a complete list of instructors.

What if I’m on financial aid and taking an online course?
Financial aid recipients taking online courses must be able to verify academic activity. Failure to do so may result in reduction of financial aid.

When will I be able to access my online course?
Orientation/general information, syllabus, and instructor information are available before the semester begins; however, course content cannot be viewed until the first day of class.

Must I attend a face-to-face orientation?
If there is a required on-campus orientation, that information will be viewable on the course’s home page before the semester begins.

Where do I take my tests?
The WC Testing Center is available to proctor online exams if required. Students must contact the Testing Center at 817-598-6383 or send an e-mail to testing@wc.edu to schedule exam dates/times. Students living in Wise County or nearby can test at Weatherford College Wise County. Contact 940-627-2690 to schedule exam dates and times. Your instructor must approve all proctors and locations.

Start here for course information: http://www.wcinstruction.net

• You are now at the Weatherford College Online Courses Web site.

• Read the “Getting Started” and “Online Course Orientation Packet” buttons for general information about online courses.

• Click the button that applies to your course: Continuing Education, Teacher Certification, or All Other Classrooms. Carefully read all login information.

• Prior to enrolling in an online course, you will be able to see course information by choosing the desired department from the Course Categories list on the left-hand side of the information page. Each course will have a Course Description Box at this location. The Course Description Box will contain the following information:
  o Instructor name and contact information;
  o Brief course description;
  o Whether or not there is a required face-to-face course orientation;
  o How the course enrollment key will be distributed.

• Each online course requires an enrollment key in order to access the classroom once the semester begins. Classroom access is not available prior to the first day of the semester.

FOR MORE INFORMATION:

Help Desk: 817-598-6364

Mike McCoy, Director of Learning Management Design
817-598-6400 or mmccoy@wc.edu

Angie Atkins, Department Secretary
817-598-8818 or aatkins@wc.edu

VIRTUAL COLLEGE OF TEXAS (VCT)

WC partners with other Texas community colleges as a host college. Students will only be allowed to take VCT courses through Weatherford College after they have completed six (6) semester hours of college-level courses in residency at WC. VCT courses will only be made available to students in the subject areas where WC does not normally offer courses within a given calendar year. Exceptions to this rule may be made when the student needs a course in the WC inventory in order to graduate prior to the next scheduled offering of the course. In those cases, the VCT course will be made available through Weatherford College if WC is not offering the course that semester, or if the course is offered, but all sections of the course are closed (including Internet, face-to-face, and two-way video). Exceptions to this policy must be approved by the Vice President of Instruction and Student Services.
WC PARTNERSHIPS

TARLETON STATE UNIVERSITY CLASSES AT WEATHERFORD COLLEGE

Weatherford College has established an educational partnership with Tarleton State University to offer specified Bachelor’s degrees at the Weatherford College Campus. To qualify for participation in this partnership, a student must have completed an Associate’s Degree or 70 semester credit hours of college-level courses. Students must seek admissions to Tarleton State University in order to enroll in the courses offered on the Weatherford College campus. Visit the University website at http://www.tarleton.edu for admissions information or contact Lillian Hinson, Tarleton State University representative at Weatherford College at 817-598-6443/ hinson@tarleton.edu.

BS-INTERDISCIPLINARY STUDIES WITH TEACHER CERTIFICATION

Tarleton’s teacher education program emphasizes broad general education as a foundation for mastery of teaching skills and specialized knowledge in an academic discipline. The teacher preparation program prepares highly qualified teachers for Texas and the nation. Students must make separate application to the teacher education program when enrolled in EDU320. Requirements for admission to the program may be found in the Tarleton catalog, website, http://www.tarleton.edu/eps/TEP/requirements/index.html, or by calling the contact information below. The Bachelor of Science in Interdisciplinary Studies offers students three distinct options:

EC-6 Generalist, EC-6 Bilingual, and All Level Special Education emphasis. All programs include ESL Certification.

EC-6 Generalist prepares teachers for certification to teach grade levels Early Childhood through Grade 6.

EC-6 Bilingual prepares teachers for certification to teach grade levels Early Childhood through Grade 6 with Bilingual certification.

All level Special Education prepares teachers to work with gifted students and students with special needs, as well as grades EC-6.

Prospective students are highly encouraged to speak with an advisor prior to applying to The University.

BACHELOR OF SCIENCE DEGREE IN PSYCHOLOGY

Tarleton State University offers a 120 hour Bachelor of Science degree in Psychology. Psychology is a broad discipline that includes the study of how biology and the environment interact to influence human and animal behavior. The field includes subdisciplines in developmental, social, cognitive, clinical, counseling, human factors engineering, evolutionary, forensic, health, educational, industrial/organizational, and quantitative psychology. Students completing the Bachelor of Science degree in Psychology develop a rich knowledge base related to human and animal behavior and skills in collecting, analyzing, and interpreting data. Graduates possess strong writing skills and the ability to think analytically.

The Psychology program at Tarleton State University is one of the fastest growing undergraduate programs at the University. Tarleton State first began offering the Bachelor of Science degree in Psychology in 1994. At its current rate of growth the Psychology program could soon become one of the largest undergraduate programs at the University.

TEXAS CHRISTIAN UNIVERSITY ROTC CLASSES FOR WEATHERFORD COLLEGE STUDENTS

AIR FORCE ROTC

http://www.army.tcu.edu/home.asp

A long-standing partnership with Texas Christian University allows Weatherford College students to begin participating in the Air Force ROTC Program. During their freshman and sophomore years, Weatherford College students may complete up to five aerospace courses that are part of the ROTC Program. Students who enroll in aerospace studies must attend both classroom and leadership laboratory classes at TCU.

Aerospace course offered through Weatherford College are:

AERO 1171 – Leadership Laboratory
AERO 1172 and 1173 – The Air Force Today I and II
AERO 2172 and 2173 – The Air Force Way I and II

For more information: Texas Christian University, Department of Aerospace Studies
2800 W. Lowden Street, Fort Worth, TX 76129
817-921-7464 or 1-800-TCU-FROG or http://www.afrotc.tcu.edu

ARMY ROTC

WC participates with Texas Christian University’s Army ROTC Program. It is an academic curriculum that supplements a student’s major and is designed to prepare qualified, high potential students for service as commissioned officers in the United States Army and its Reserve Components (the Army Reserve and the Army National Guard).

The Military Science program is composed of a two-year Basic Course, a five week Leadership Development and Assessment Course (LDAC) summer program and a two year Advanced Course. Non-scholarship students enrolling in only freshman and sophomore level classes incur no obligation to serve in the military after graduation. Further, these classes satisfy the UCR Physical Education Activity course required and can be used for select elective credit.

For more information: Texas Christian University, Military Science Department (Army ROTC)
TCU Box 298910, Fort Worth, TX 76129
817-257-7455 or http://www.army.tcu.edu/home.asp
The New Standard in Student Living

Coyote Village lets you enjoy the freedom of apartment life without sacrificing the convenience and comfort of on-campus living. Choose from our fully-furnished two and four bedroom apartments. Coyote Village offers the best of both worlds with the comfort and amenities of an apartment style community, and the convenience of on-campus living.

Amenities

- Community center
- Social lounge with big screen television
- 24-hour laundry facility
- Sand volleyball court
- Basketball sport court
- Computer learning center/cyber lounge
- 24-hour patrol by the Weatherford College police department
- Fully furnished apartments
- Individual leases
- Private bedrooms
- Living and dining area
- Fully-equipped kitchenette
- Phone lines available in each bedroom

Current rates, deposits required, applications, contracts and dates of availability are provided upon request by calling 817-598-8876 and online at coyotevillage.wc.edu. Early reservations are accepted and recommended. Weatherford College Student Community will let you enjoy the freedom of apartment life without sacrificing the convenience and comfort of on-campus living. Come see all we have to offer at the on-campus Student Community, Coyote Village at Weatherford College.

All students living in Coyote Village are required to purchase a meal plan through the Weatherford College cafeteria.
STUDENT LIFE

STUDENT ORGANIZATIONS

• ABLE
• Agriculture Club
• Anime Club
• Art Club
• Baptist Student Ministry (BSM)
• Black Awareness Student Organization (BASO)
• Caring and Responsible Educators (CARE)
• Cheerleading Squad
• Coalition of Student Human Service Providers
• College Choir
• College Students for an Accessible World (C-SAW)
• Computer Club
• Coyote Corps
• Criminal Justice Club
• Drama Club
• Forensic Science
• Hispanics Unidos
• Intermedia Arts Club
• International Students Organization (ISO)
• Kinesiology Professionals Club
• Phi Theta Kappa Honor Society
• Psychology Club (Sane Asylum)
• Respiratory Care Club
• Rodeo Club
• Society of Pharmacy Technology
• Sonography Club
• Student Ambassadors
• Students in Free Enterprise (SIFE)
• Student Government Association
• Student Nurses’ Association/Vocational Nurses’ Club
• Trinity Bible College
• Veterans Organization
• Wesley Foundation
• Writers’ Guild
• Young Democrats

Special Events

• Basketball, baseball & softball games and the rodeo
• Jazz Band and choir concerts, theatre productions, and art exhibitions
• Intramural & Recreational sports
• Student Activities Series (Fall Extravaganza, Multicultural Awareness, March Madness, Spring Fling)
• Halloween & “Welcome Back” dances
• Coyote Village (student housing) activities
• Coyote Chase Race 5K/1 mile run

NOTE:
Please refer to the WC Catalog for descriptions of organizations. The Catalog can be found on campus or at http://www.wc.edu/schedules-catalogs
COYOTE CARD

THE OFFICIAL STUDENT ID OF WEATHERFORD COLLEGE

YOU’LL NEED IT FOR:

• All refunds due from Weatherford College
• Student discounts
• Campus activities

TO GET YOUR COYOTE CARD, YOU’LL NEED YOUR:

• Driver’s License
• Student ID number

Under 18 requires parent signature

FREQUENTLY ASKED QUESTIONS

1. IS MY COYOTE CARD SECURE?
   Yes, your balance is protected. Never give anyone your card number, expiration date, security number, or PIN number unless you are making a purchase. This is information that they do not need.

2. HOW DO I USE MY COYOTE CARD?
   You must first activate your card by performing a balance inquiry at any ATM using your PIN number. After activation, you may use your card at most ATMs and at all merchants who accept MasterCard, including merchants on the internet.

3. HOW DO I DEPOSIT MORE MONEY TO MY COYOTE CARD?
   Making a deposit to your account is easy:
   • Online deposits at www.myCOYOTEcard.com
   • Present your Coyote Card at any MoneyGram location and provide receive code 5023
   • In-Person at any Herring Bank branch
   • By direct deposit from your employer
   • By calling us at 866-348-3435 to assist you.

4. WHO DO I CALL IF I HAVE ANY QUESTIONS ABOUT MY COYOTE CARD?
   For your convenience, Call 866-348-3435 and please have your card or account number ready for verification.

5. HOW CAN I VIEW MY BALANCE, REVIEW TRANSACTIONS OR ORDER CHECKS?
   Enroll in Internet banking by calling 866-335-4318.
**Vehicle Registration, Coyote Card, & Coyote Alert**

**http://www.wc.edu/wcpd**

**Vehicle Registration**
Go to the above Web site to complete online vehicle registration. After online registration has been completed, bring a copy of your receipt showing you have registered for class to Couts Hall where the College Police Department is located. Students attending classes at Weatherford College Wise County can visit the Security Office on campus (502 Big Sandy Court, Bridgeport, TX) to obtain their vehicle permits and student I.D. cards. Vehicle parking permits and student I.D. cards will be issued at the same time. A new parking permit is required at the start of each fall semester or when you start a semester as a new student.

**Coyote Card**
The Coyote Card is now the official student I.D. of Weatherford College. You will need it to receive refunds from Weatherford College, to receive Student Discounds, and to participate in campus activities. To get your Coyote Card, you will need your driver’s license and your student I.D. number. If you are under 18, a parent signature is required. For more information on Coyote Card, see pg. 36. There is a $25 fee to replace a lost Coyote Card.

**Coyote Alert**
The Coyote Alert System is used for notification in the event of unscheduled campus closings or emergencies. Coyote Alert messages may be sent to your cell phone, home and /or office phone. All students will receive an email at the beginning of each semester, sent to their WC email address, with their personal Coyote Alert log in information. You can then go to the website & enter your personal contact information.

**Textbooks & Supplies**

**The WC Bookstore**

**Doss Student Center (DOSS)**
Mary Carter, Manager, phone: 817-598-6286, e-mail: weatherford@texasbook.com
**www.weatherfordbooks.com**

Students are responsible for purchasing their textbooks and class supplies. The WC Bookstore, located in the Doss Student Center and Weatherford College Wise County, is maintained for the convenience of students and has all the necessary textbooks and course materials required. The bookstore also has an assortment of school supplies, academic priced software, reference materials and WC clothing and gifts. Items are also available for purchase on the bookstore website. Please visit us at www.weatherfordbooks.com

**Weatherford Campus**
Regular Store hours: Monday - Thursday, 7:45 a.m. - 5 p.m. and Friday 8 a.m. - 4 p.m.
Summer Store hours: Monday - Thursday, 7:45 a.m. - 5:30 p.m. Closed Friday - Sunday

**Wise County Campus**
Regular Store hours: Monday - Thursday, 10 a.m. - 6 p.m. Closed Friday - Sunday
Summer Store hours: Hours may vary. Please call store at 940-626-3259

**Textbook Refund Policies**

An original receipt is required for every refund, no exceptions.

To receive a full refund for a textbook, it must be returned during the semester for which it was purchased. For the fall or spring semester, full refunds are allowed during the first five (5) class days. Thereafter, a full refund will only be given through the 12th class day with a receipt and a drop slip. Textbooks for summer classes must be returned during the first five (5) days of the semester for which it was purchased. Students who miss the returns dates may sell their books back at any time and receive the current wholesale price.

New books must be returned in the same condition as when purchased, with all included materials or inserts. All shrink wrapped books must be returned in the original shrink wrap. Any new books returned with blemishes, writing, markings, bent pages or covers, and any other damage will be considered for a return at the used price. If a textbook is not in its original selling condition, it will be considered for a return at the used price.

All general merchandise can be returned in like condition within 3 business days of purchase accompanied by the original receipt.

Unfortunately, we cannot refund software, study guides, lab manuals, outlines, exam guides, photocopied materials, special orders, or clearance items.

Textbooks or course related materials purchased during the last two weeks of the semester or mid-terms are not eligible for refunds.

**Buy-Back Dates**

**We buy back books every day.**
**Students can receive the most value for their books during finals week buyback.**
WEATHERFORD COLLEGE WISE COUNTY

EDUCATION CENTER AT MINERAL WELLS

704 Hood Road | Mineral Wells, TX 76067
817-599-6261 | 800-287-5471
Duane Durrett, Dean
J.C. Colton, Associate Dean of Instruction

The Education Center at Mineral Wells is located on Highway 180 in the Fort Wolters Industrial Park, just inside the Parker County line. At the stoplight, turn north onto Washington Rd. Bear right at Lee Rd. onto Hood Rd. and follow it to ECMW.

EDUCATION CENTER AT GRANBURY

210 North Jones | Granbury, TX 76048
817-598-6339 | 800-579-9188
Dr. David Russell, Associate Dean of Instruction
POLICIES

CAMPUS POLICE

Couts Hall, Lower Level (COUT-LL), 817-594-1731
For emergency situations, call 911.
Weatherford College provides a campus police department, located in the lower level of Couts Hall, consisting of a Chief of Police, full-time and part-time Texas Certified Peace Officers, and a Crime Victim Liaison. Campus police are on duty 24/7 to provide a safe and secure environment for students, faculty, and staff members. At Weatherford College Wise County, a full-time security officer and two part-time security officers are on duty.

CAMPUS TOBACCO POLICY

The College District prohibits the use of any type of tobacco products on College District grounds and in College District buildings, facilities and vehicles in order to provide students, employees, and visitors a safe and healthy environment. This prohibition shall also apply to spaces leased by the College District. The use of tobacco products shall be permitted in private vehicles parked on the College District property provided any residue is retained within the vehicle.

DRUG FREE CAMPUS

WC has adopted a drug and alcohol-free campus program, which provides information to its public regarding the dangers of alcohol abuse and the availability of alcohol counseling or programs.

SAFETY PLAN

For severe weather shelters, see the Student Handbook or the Severe Weather Brochure available in the Student Services Office and the Campus Police office. The Coyote Alert System is designed to warn staff and students of severe weather or other imminent danger.

STATEMENT OF COMPLIANCE

Weatherford College does not discriminate on the basis of age, sex, race, color, national or ethnic origin, or disability in the administration of its educational policies, admissions policies, scholarship and loan programs, employment practices, athletic, and other school-administered programs.

STUDENT RIGHT TO KNOW & JEANNE CLERY ACT

Weatherford College provides certain consumer information to our future and current students. Listed below is some of the information that is available to you:

- Basic financial aid information available in schedules, catalog, and on the Weatherford College website
- General information about Weatherford College available in schedules, catalog, and on the Weatherford College website
- Student Right-to-Know Act information about completion/graduation rates for the general student body and student athletes is available in the Student Services office
- Equity in Athletics information about student athletes is available on the website and the hardcopy form is available in the Student Services office*
- The Jeanne Cleary Crime Statistics report is available on the Weatherford College website and the hard copy form in the Student Services office and the Campus Police Department**
- Family Education Rights and Privacy Act (FERPA) information is located in the WC Catalog and on the website.

Employees are available during regular business hours to assist with accessing any of the above information.

*Equity in Athletics can be found at www.wc.edu, going to Future Students tab, and a link is available for the data on the right side of the page
**Jeanne Cleary Crime Statistics report can be found on www.wc.edu, going to Future Students tab, and a link is available for the statistics on the right side of the page.

WEATHERFORD COLLEGE CATALOG

The 2013-2014 Weatherford College Catalog provides general information regarding WC policies, services, programs and prerequisites. Students are responsible for ensuring that they have met all requirements for enrollment in a particular course of study that requires additional background and experience. Students should contact their faculty advisor or counselor for advisement. Catalogs can be obtained from the Student Services Office or online at www.wc.edu.
INDEX

WC MISSION
Mission Statements ........................................................................................................... 2

ACADEMIC CALENDAR ........................................................................................................ 4

INFORMATION
Hours of Operation ........................................................................................................... 5
Locations ............................................................................................................................. 5
Helpful Phone Numbers ..................................................................................................... 6
Accreditation ........................................................................................................................ 6
Administration ..................................................................................................................... 6
Board of Trustees .............................................................................................................. 6

ADMISSION
1) Applying for Admission ............................................................................................... 7
2) Official Transcript ......................................................................................................... 7

ADVISING
3) TSI Placement Testing ............................................................................................... 8
4) Advising ........................................................................................................................ 8
Degree and Certificate Requirements ............................................................................... 9
Course Selection ................................................................................................................ 9
Academic Advising ............................................................................................................ 10
Associate in Arts (AA) General Studies Academic Advising Guide ......................... 12-13
Associate in Science (AS) General Studies Academic Advising Guide .......... 14-15
Schedule Work Sheet ...................................................................................................... 16-17
Yearly Planner .................................................................................................................. 18

REGISTRATION
How to Register Online .................................................................................................... 19
Schedule of Classes Available online ............................................................................ 20
Schedule Screen .............................................................................................................. 21
Print your Class Schedule ............................................................................................. 22
Course Cancations ............................................................................................................ 22
Special Instructions ......................................................................................................... 22
Off-Campus Building Abbreviations .............................................................................. 22
Instructional Modes ......................................................................................................... 22

TUITION AND FEES
Tuition and Fee Charges (Table) .................................................................................... 24
Additional Fees ................................................................................................................ 24
Late Registration ............................................................................................................. 24
Reinstatement Fee .......................................................................................................... 24
Parking Fees ................................................................................................................... 24
Repeat 3 Fee ................................................................................................................... 24
MUAP Fee ..................................................................................................................... 25
Returned Check Policy ................................................................................................. 25
General Refund Policy .................................................................................................. 25
Tuition Payment Plan ...................................................................................................... 25

FINANCIAL AID .................................................................................................................. 26

STUDENT RESOURCES
A Better Life Through Education (A.B.L.E.) ................................................................ 28
Career and Transfer Center ............................................................................................ 28
Counseling Services for Students .................................................................................... 28
Instructional Support Services ........................................................................................ 28

International Student Services ...................................................................................... 29
Library ............................................................................................................................. 29
Special Services & Student Accommodations .............................................................. 29
Student Support Services .............................................................................................. 29
Testing Services .............................................................................................................. 30
Transcripts ...................................................................................................................... 30
Veterans Information ..................................................................................................... 30
WC Student E-mail ......................................................................................................... 31
Online Course Information ........................................................................................... 31
WC Partnerships ............................................................................................................ 32
Tarelton State University ............................................................................................... 33
TCU ROTC Classes ....................................................................................................... 33
Coyote Village ................................................................................................................ 34
Student Life .................................................................................................................... 35
Coyote Card ................................................................................................................... 36
Vehicle Registration, Coyote Card, & Coyote Alert ..................................................... 37
The WC Bookstore ........................................................................................................ 37
Textbook Refund Policies .............................................................................................. 37
Buy-Back Dates ............................................................................................................. 37

MAPS
Weatherford College Wise County Maps .................................................................... 38
Education Center at Mineral Wells Maps ................................................................. 38
Education Center at Granbury ..................................................................................... 38
Weatherford Campus Maps .......................................................................................... 39

POLICIES
Campus Police ............................................................................................................... 40
Campus Tobacco Policy ............................................................................................... 40
Drug Free Campus ......................................................................................................... 40
Safety Plan .................................................................................................................... 40
Statement of Compliance ............................................................................................. 40
Student Right-To-Know & Jeanne Clery Act ............................................................... 40
Weatherford College Catalog ....................................................................................... 40

SCHEDULE OF CLASSES CAN BE FOUND AT:
www.wc.edu
Click on “Catalog & Schedules” link
To REGISTER online, log on to myWC.
EXPLORE
ENGAGE
EXPERIENCE
WEATHERFORD COLLEGE