

Dual Enrollment

Online Application Procedures

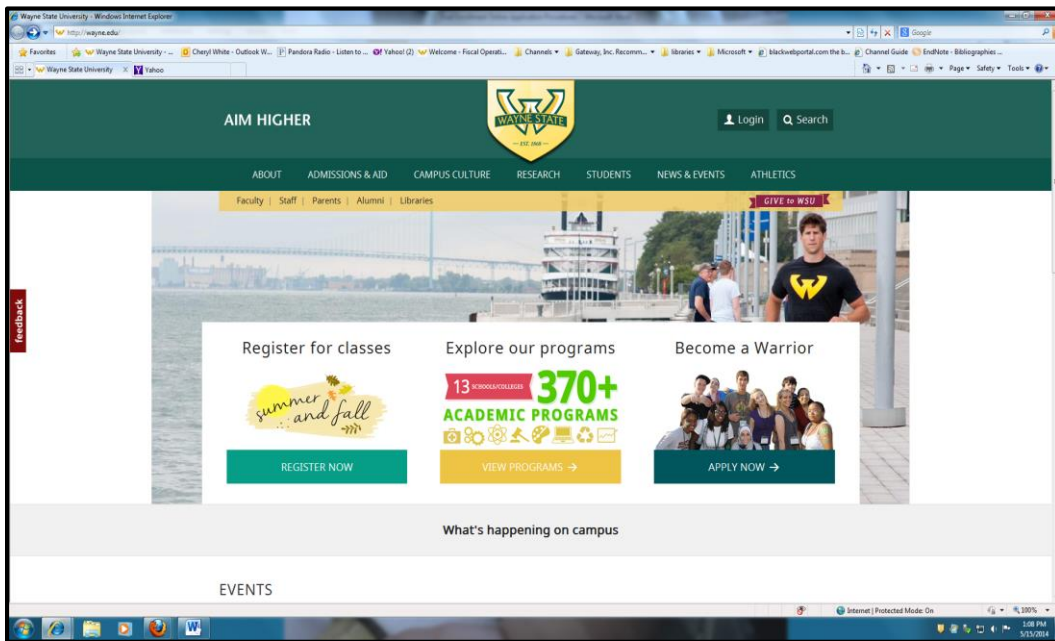


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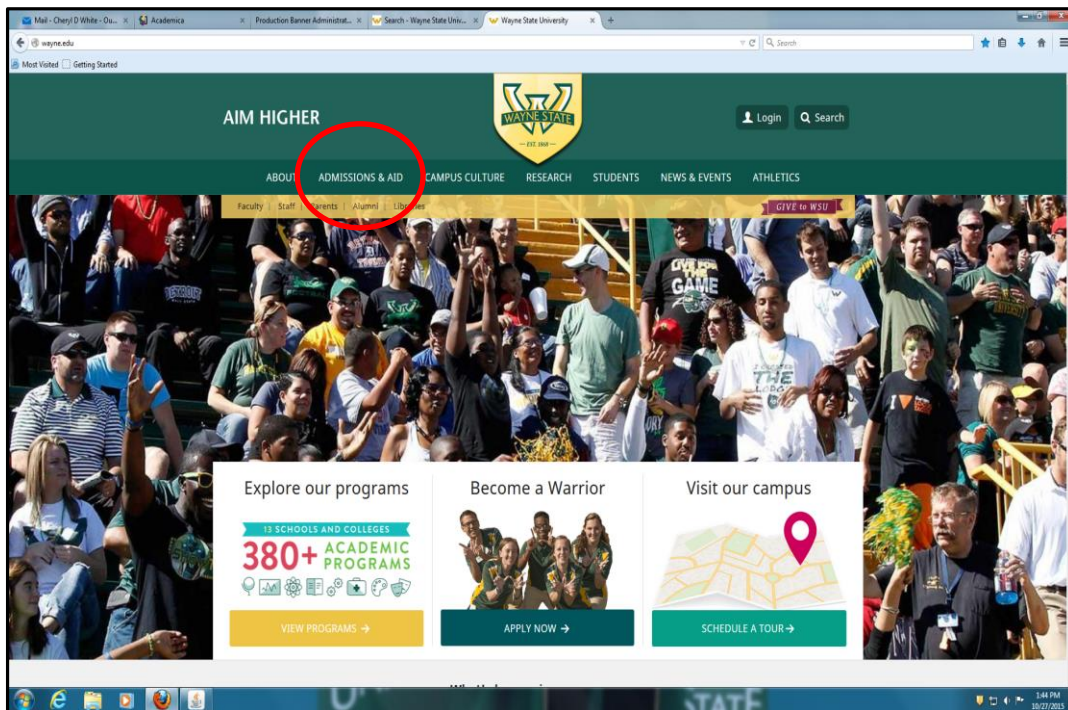
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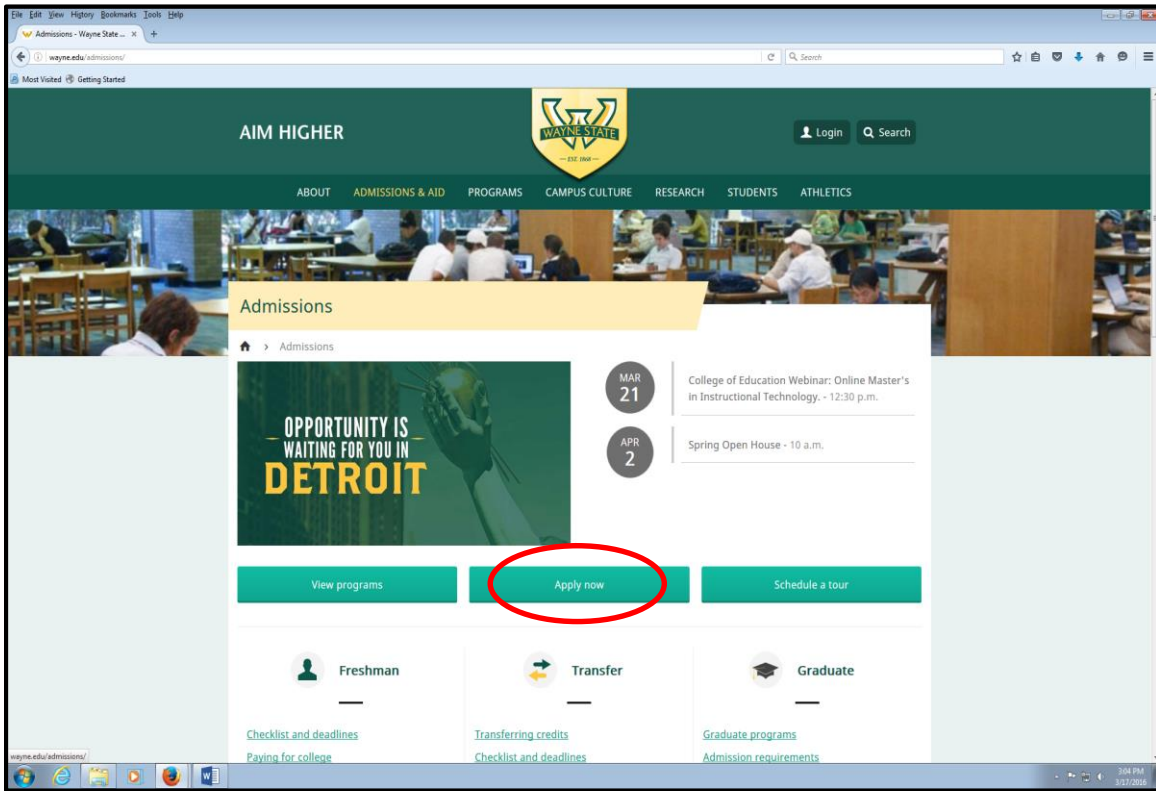
1. Open your web browser; type in “wayne.edu”.



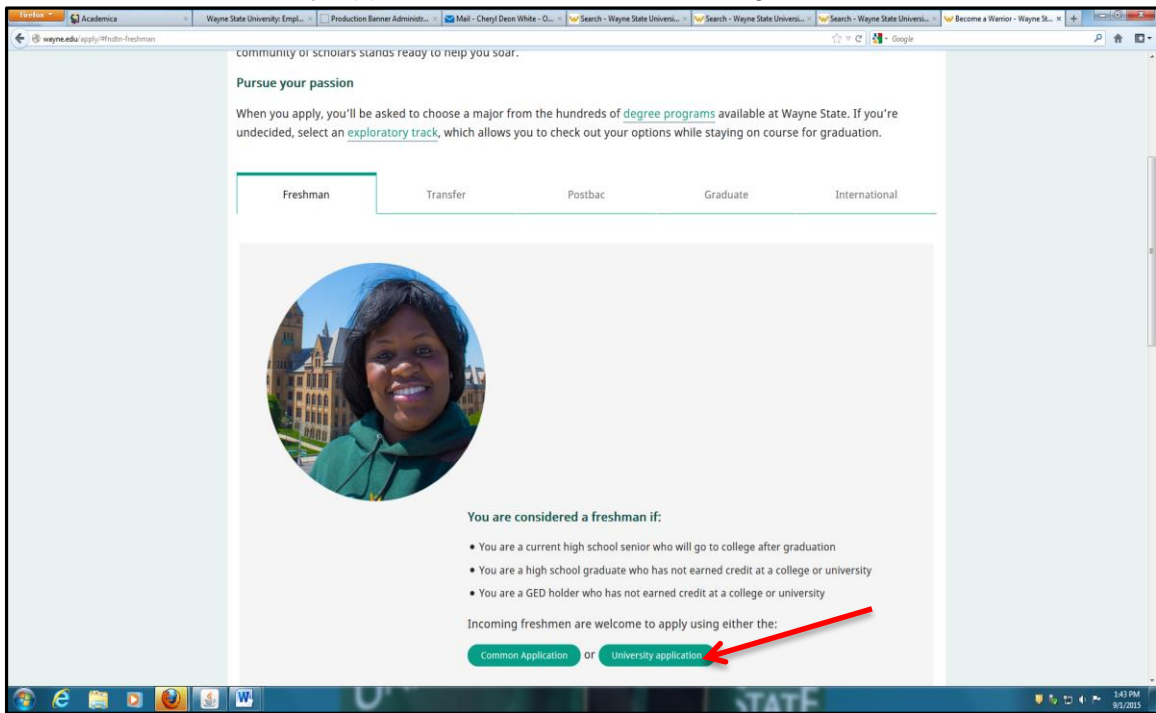
2. Click on the “Admissions & Aid” link.



3. Click on the “Apply Now” tab in the middle of the page.



4. Next, click on “University Application” link on the bottom right side of the screen.



5. You should now be at the Undergraduate Admissions Application site. Complete the items as requested:
 - a. What type of applicant are you? – **Select dual enrollment**
 - b. What term applying? – **Select the appropriate term**
 - c. Have you graduated or will you be graduating from an accredited Michigan high school or earn a Michigan GED? - **No**
 - d. Country of Birth – **Click on the appropriate button**
 - e. Country of Citizenship – **Click on the appropriate button**
 - f. Press “**continue**”

Welcome to Wayne State University! The next step in your academic career is admission into your major at WSU. The Undergraduate Application for Admission is a two-part application. The first part contains bio-demographic and academic history questions while the second part displays documents required to complete your admission application. After submitting your application, you will be emailed a confirmation letter that will contain your temporary username and password that allows you to return at any time to check on your application status.

Step 1 of 2

Please answer a few preliminary questions to ensure you are directed to the correct application for admission.

What type of applicant are you? *

- Incoming Freshman (You have not taken college courses after graduating from high school)
- Transfer or Second Degree (Coming to us from another college)
- Post-Bachelor (Earned a Bachelor's degree, non-degree seeking status)
- Guest (Currently attending another college or university, non-degree seeking status)
- Dual Enrollment (Currently attending high school, non-degree seeking status)
- Non-Matriculated (Not taking courses for credit, non-degree seeking status)

What term are you applying for? *

- Spring/Summer 2014 (Spring/Summer starts May 5th, Summer starts June 25, 2014)
- Fall 2014 (Semester starts August 27, 2014)

Have you graduated or will you be graduating from an accredited Michigan high school or earn a Michigan GED? *

- Yes
- No

What is your country of birth? *

- United States of America (including US military bases and US territories)
- Canada
- Other Country

What is your country of citizenship? *

- United States of America
- Canada
- Other Country

Continue

6. Complete personal information as requested. Note the following:
 - a. Name entered on application must match high school transcript
 - b. ACT, GPA can be left blank
 - c. Address – only complete the first address block; click the box in front of permanent address
 - d. Telephone Numbers – no spaces, dashes, or parentheses

The screenshot shows a web browser window displaying the Wayne State University application portal. The page header includes the university name and the slogan "AIM HIGHER". Below the header, there is a navigation menu with links for "Academia", "Directories", "Contact WOU", and "A-Z Index". A small notice asks users to report technical problems to admissions@wayne.edu.

The main content area is titled "Name" and contains the following fields:

- Legal First Name *
- Legal Middle Name (Leave blank if not applicable)
- Legal Last Name *
- Previous Last Name (Leave blank if not applicable)

A note below these fields states: "If you have ever applied to or attended classes at Wayne State University under a last name that differs from the legal last name entered above, your application and record will continue to list your previous last name. Change your previous last name to your current legal last name on your student records by submitting the [Name Change](#) form to the Office of the Registrar."

The next section is titled "Mailing Address and Phone" and includes:

- Country * (United States of America)
- Street Line 1 *
- Street Line 2
- Street Line 3
- City *
- State/Province (Not Defined)
- Postal Code *
- Phone Number * (No parentheses or dashes. 222333444)
 - Country code: USA (+1)
 - Area code: [input field]
- Mobile Number
 - Country code: USA (+1)
 - Area code: [input field]

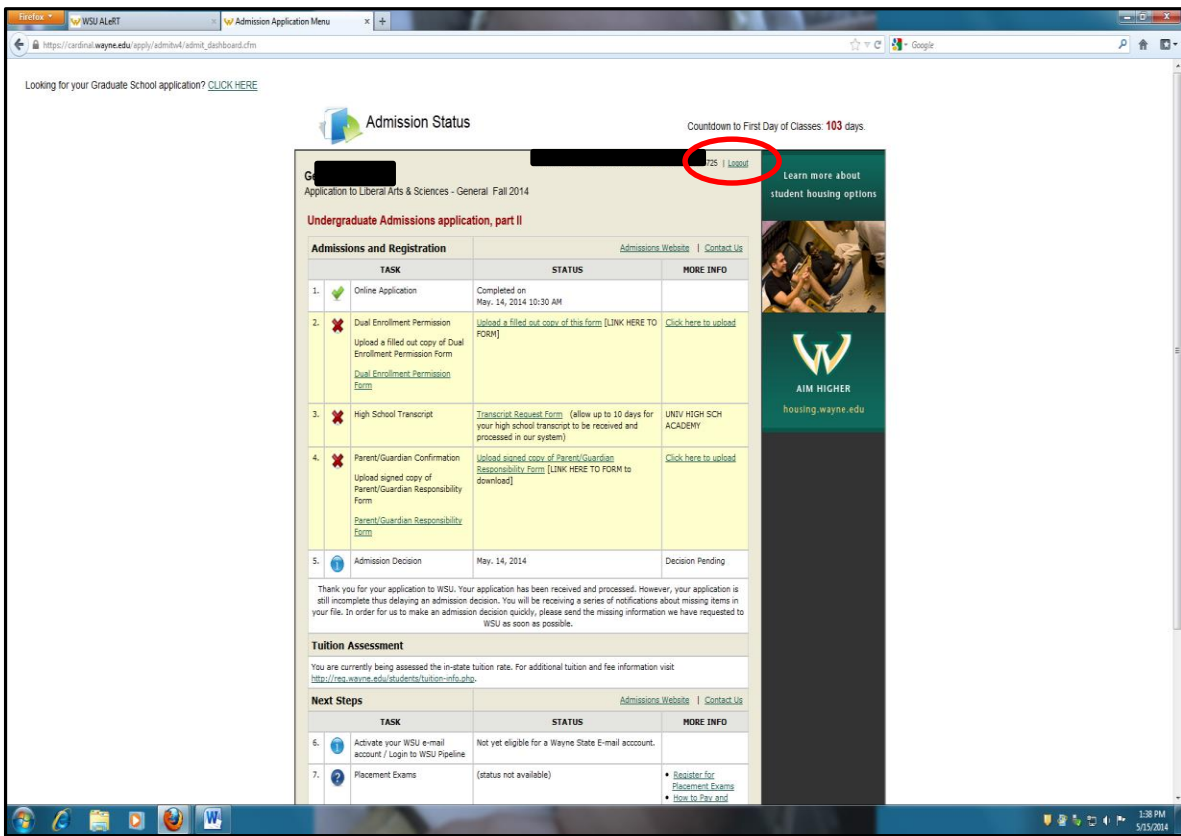
The final section is titled "Permanent Address" and is currently empty.

7. Admissions Status Page

- a. When you get to this page, write down the **temporary ID** (upper right corner).
Note: Returning dual enrollment students will keep the same Access ID and Student ID numbers.
- b. **You do not have to complete the rest of the application; the remainder of the requested information (marked by red checks) will be obtained from your high school.**

Note: You must submit a FERPA form and Registration form to the designated person at your high school. Registration will not be processed until the above paperwork is submitted to Wayne State.

- c. Be sure to logout (upper right).



You have now completed the dual enrollment application process!

After your application materials are reviewed, you will be notified of your status in the program. If admissible, you will be assigned a permanent Student ID number and Access ID, which allows access to the university's Web portal system. This information will be provided to you before the start of class.