ENROLLMENT CHECKLIST
FOR ADULT LEARNERS

1. Get admitted
- Submit an application for admission at wichita.edu/apply and the $40, non-refundable application fee. All transcripts should be sent directly to the Office of Admissions.
  - For 24 or more transfer hours, have each institution send a transcript.
  - For less than 24 transfer hours, have each institution send a transcript and have your final high school transcript or GED score sent.
  - For no transfer hours, send your final high school transcript or have your GED score sent.
- If you’ve taken classes at WSU, simply reactivate your file at wichita.edu/reactivation.

2. Apply for financial aid
- Complete a Free Application for Federal Student Aid (FAFSA) at fafsa.ed.gov and use Wichita State’s school code: 001950. Students can file their FAFSA beginning October 1. It is best to complete the application before December 1 for the upcoming academic year. If you need assistance filling out the application, make an appointment with a financial aid advisor by emailing finaid@wichita.edu or calling (316) 978-3430.
- Be sure to apply for scholarships within your academic college, e.g. Business, Engineering, LAS, by visiting their websites. Also be sure to check out wichita.edu/additional scholarships for information about scholarship opportunities.
- Visit wichita.edu/osopher to apply for the WSU-specific returning adult scholarship (available for full and part-time students).

3. Be advised and enroll
- Find an advisor from the list below and set up an appointment to enroll in classes. Create an academic plan and get hands-on, personal guidance to help you meet all of your academic goals.
- Enrollment is done online; however, your advisor can walk you through the process step-by-step.

Questions?  
Office of Adult Learning  
(316) 978-8325  
adultlearning@wichita.edu

Office of Admissions  
(316) 978-3085  
admissions@wichita.edu

Office of Online Learning  
(316) 978-7757  
online@wichita.edu

TRANSCRIPTS:
Mail to:
WSU Office of Admissions
1845 Fairmount St. Box 124
Wichita, KS 67260

Hand-deliver to:
Marcus Welcome Center
21st and Mike Oatman Dr.
WSU Main Campus

UNDERGRADUATE ADVISING:

Applied Studies (Education)  
(316) 978-3300  
cas@wichita.edu

Business  
(316) 978-3203  
business.advisor@wichita.edu

Engineering  
(316) 978-3420  
essc@wichita.edu

Fine Arts  
(316) 978-6634  
cfa.advisor@wichita.edu

Health Professions  
(316) 978-3304  
chp.advisor@wichita.edu

Honors College  
(316) 978-3375  
honors@wichita.edu

Liberal Arts and Sciences  
(316) 978-3700  
las.advisor@wichita.edu

Undecided  
(316) 978-8325  
adultlearning@wichita.edu
4. Attend orientation

To help you get formally introduced to campus, all new students are required to attend an orientation session. For more information, or to sign up, visit wichita.edu/orientation.

5. Pay tuition and fees

Payment of tuition and fees must be done before you attend classes. Payments can either be made online or in person, with a credit card, check or cash. Interest-free payment plans and short-term loans are available and can be arranged in person or online. For more information on payments, visit Accounts Receivable at wichita.edu/acctsrec or call (316) 978-3333.

NEED A HELPING HAND OR TWO?

Wichita State offers a wide range of resources to keep you on track while earning your degree, despite juggling a busy life. Visit wichita.edu/adultlearning to see a list of services available to help make your life a little easier.

For any questions or to get more information, contact the Office of Adult Learning or the Office of Admissions.

Office of Adult Learning
(316) 978-8325
adultlearning@wichita.edu

Office of Admissions
(316) 978-3085
admissions@wichita.edu