**STEPS TO COMPLETE YOUR ENROLLMENT**

**FOR THE 2018 WCU SUMMER BRIDGE PROGRAM**

**1. Submit the enclosed Summer 2018 Financial Aid Application by June 1, 2018**

**2. Submit the 2017-2018 FAFSA form by June 1, 2018**

**3. FOR EDUCATION MAJORS ONLY: Schedule Your Pre-Bridge Completion of CORE, the Basic Skills Test Required of All Education Majors (to be eligible for Formal Admission to Teacher Education)**

a. Tests will available on campus through the week of **June 18-22, 2018** (cost of testing is covered by the College of Education and Social Work).

 b. Contact Kelsey Organ (korgan@wcupa.edu or 610-436-2413) to schedule your testing session at least 7 days in advance of your preferred test date.

**4. Complete your University Placement Tests as soon as you can.**

Some course placements are determined by your performance on university placement tests. You have probably already received notice from the University about the process of completing these tests. To ensure that we do not make an error in your course placements (e.g., by placing you in an inappropriate math class), please complete these tests as soon as you can. This will provide us with the information we need to make appropriate course choices for you.

**5. Register for Summer Housing & Meal Plan**

a. See the enclosed **2018 SUMMER BRIDGE HOUSING APPLICATION**. You may submit your housing request in one of the following ways:

 1) by mailing a paper copy of your completed request

 2) by e-mailing a scanned copy of your completed request

 3) by completing the online request at <http://www.wcupa.edu/_services/stu.lif/documents/2018summerBridgeHousingENAPP.pdf>

**6. Pay Bill Upon Receipt (Work With Financial Aid Office to Secure Payment if Applicable)**

a. Note: Your bill may initially show a higher total than you expect but this is the total BEFORE your discounted tuition rate is applied. The amount you are asked to pay, however, will take into account the discounted tuition rate described to you. Please see the Tuition and Fees page in this packet for additional information.

 b. Bills for Summer II will be sent out to students beginning June 4, 2018. Please be sure to complete your placement tests as well as your housing and meal-plan reservations in advance of this date so that you can be fully enrolled (6 credits) and billed for all of the program costs in a single bill.

 c. Payment of Summer II bills will be due beginning June 21, 2018 (for those billed on June 4).

**7. Review the enclosed Summer Housing Information to determine what you need to bring to campus on Sunday, July 1, 2018.**

**8. Review the enclosed Summer Session Policies and the Student Handbook. Be sure to review the online versions of the Guide to Residential Living and the WCU Student Code of Conduct (as indicated on the attached Summer Session Policies document). Be sure to come to Move-In Day with a signed copy of your Student Code of Conduct Agreement. This will be required in order to receive your dormitory room key.**