

Dear Prospective & Current Students

Welcome to AWC. We look forward to being a partner with you in your success. We have attempted to build a step-by-step process to assist you in achieving your educational goals at AWC. This process is planned to get you moving in the best direction and to carry you through each registration period. Welcome and best wishes.

Bryan Doak, Vice President for Student Services

Start with Success

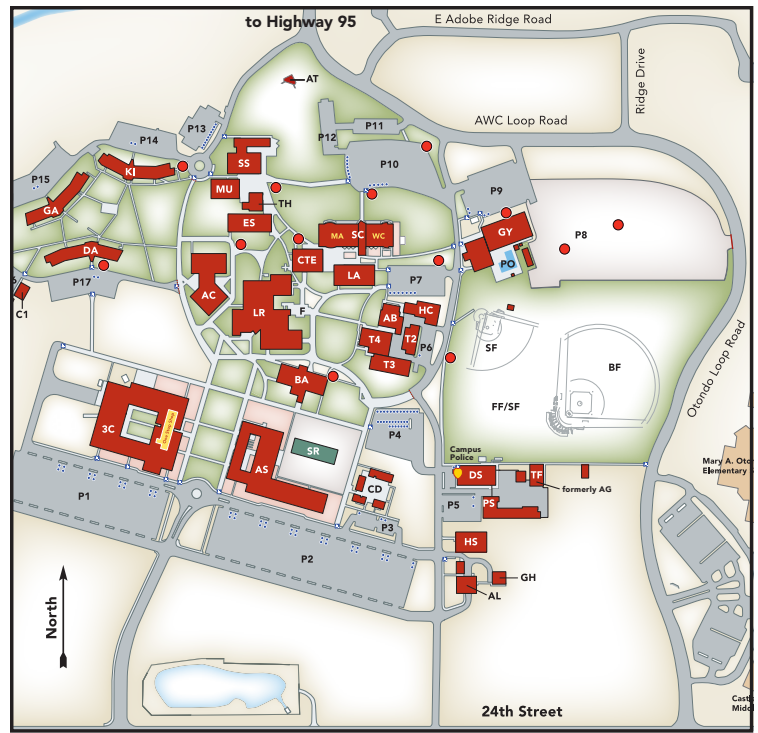
Master the basics of enrollment.

Admission, testing, counseling, registration, financial aid, and tuition payment. When students complete these basics, in order and early, they enjoy a smooth beginning that carries them through the rest of the semester and on towards graduation. Begin your preparation for a successful career and gaining lifelong skills at Arizona Western College.

It is all at your fingertips! Check out our Online Services, WebAdvisor, e-Cashier (online payment plan), and the Class Schedule.

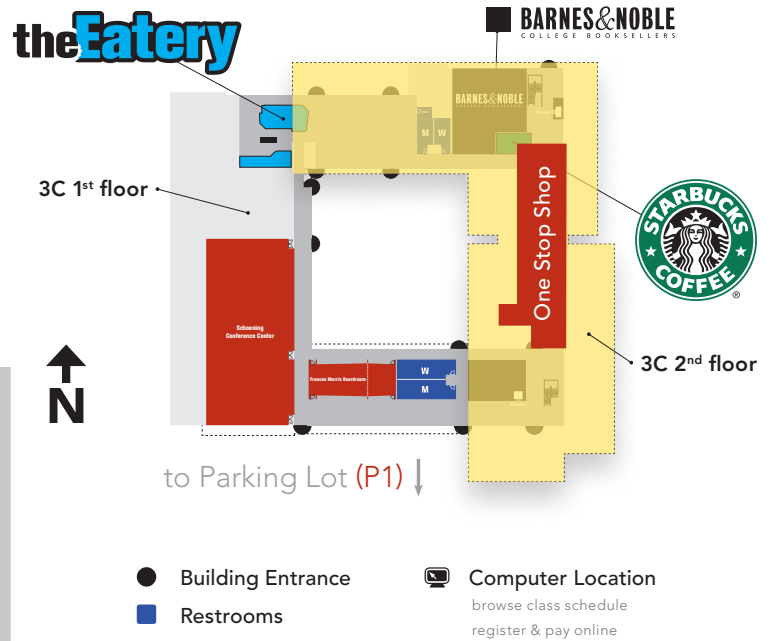
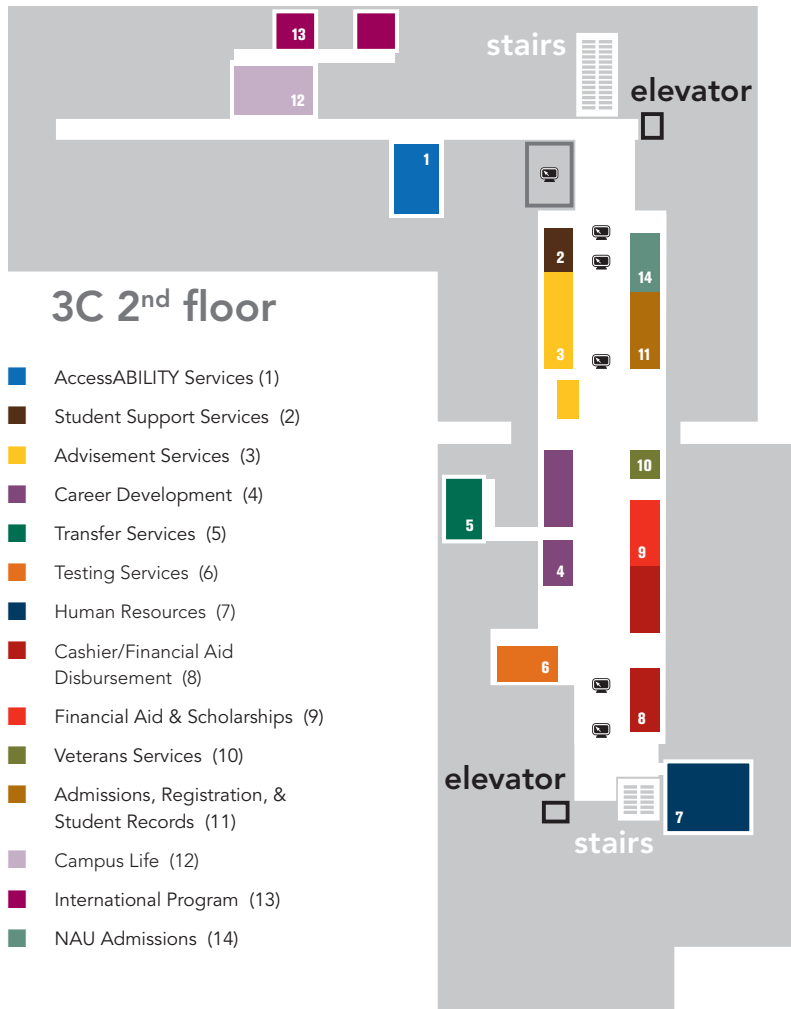
Students **under 18 years** of age in school or home schooled must have signature of a parent/guardian on the Application for Admission.

Students **16 years and under** must also receive approval from an AWC Academic Advisor to enroll in classes.



Complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov as soon as possible.

3C One Stop Shop





College Checklist

Simple Steps to Enrollment at AWC

P.O. Box 929 | Yuma, Arizona | 85366-0929 | (928) 317-6000 | www.azwestern.edu

Colors correspond to One Stop Shop map on reverse side.

Admission ■ (317-6100) College Community Center (3C) One Stop Shop

- Submit an **Application for Admission**. An online application is available at www.azwestern.edu/future_students.html.
- Admission to AWC automatically provides you with a student identification number.

Testing ■ (344-7641) 3C One Stop Shop

- Your next step is to take a series of computerized placement tests that cover reading, sentence skills, and math to determine eligibility for courses. Results are available immediately upon completion of the tests.
- You should have a picture ID and allow approximately 2 hours to test. Testing is not timed and free the first time.
- Visit our website, www.azwestern.edu/testing/, to obtain additional placement testing information and to access web-based study guides.

Academic Advising ■ (344-7624) 3C One Stop Shop

- Once you have your placement test scores, visit an AWC Academic Advisor to help you decide on a career, choose a major, and select appropriate courses. Be sure to seek out correct information about transfer credits and majors.
- Enrollment in 19–21 credits requires permission from an Academic Advisor; more than 21 credits requires special permission. Please contact Advisement Services.
- Students 16 years and under must receive approval from an Academic Advisor to enroll in classes.

Financial Aid ■ (344-7634) 3C One Stop Shop

- To have a better possibility of receiving federal financial aid and most scholarships, the application process must be completed by early March. Go to www.fafsa.ed.gov to apply for Financial Aid. Visit www.azwestern.edu for scholarship information.
- Financial aid is not limited to Federal Aid programs. The Financial Aid Office will help students eligible for other forms of financial assistance, such as state grants, and student employment programs. Student loans are also available.
- Funds received under all federal and state aid programs must be used solely for expenses related to attendance at AWC.
- Check the Financial Aid website for current deadlines and information updates.

Computer Accounts and Passwords (317-5892) Academic Complex Computer Lab/Help Desk

- You must set-up your TOROmail email account and WebAdvisor account in order to access college services such as Blackboard online courses, on-line registration, grades, transcripts, direct deposit, Financial Aid status, etc. **All official AWC communication will only be sent through TOROmail.**
- Technical support for TORO accounts, WebAdvisor accounts, and Blackboard accounts are available through the AWC Help Desk at helpdesk@azwestern.edu.

Registration ■ (317-6100) 3C One Stop Shop

- After having seen an advisor and selected a program or classes, your next step is to register for classes.
- You may only register for courses for which you have met prerequisites, which may include a placement test score.
- **Register early!** The longer you wait, the less likely you are to find the class that meets your schedule or needs.
- The Schedule of Classes can be found on our website at www.azwestern.edu/schedule. Online Registration is also available through WebAdvisor at www.azwestern.edu. **There are some limitations.**

Payment ■ (344-7700) 3C One Stop Shop

- Payment of tuition and fees can be made with cash, check, or credit card (MasterCard®, Visa®, or Discover®Card). **Registration is not complete until tuition and fees are paid.**
- E-Cashier, our online payment processor, also accepts American Express®, or direct payment* from a checking or savings account. Payment plans are also available through E-Cashier on WebAdvisor at www.azwestern.edu. **A service fee shall apply.**

Textbooks ■ (344-7583) 3C AWC Barnes and Noble Bookstore

- You may purchase or rent your books at the AWC Barnes and Noble Bookstore or online at <http://awc.bkstore.com/bkstore/content>.
- You should have your schedule handy to assist you in finding your books.

Student Photo ID ■ (344-7576) 3C One Stop Shop—Campus Life

- You must be registered and present a photo ID such as a driver's license or other school ID.
- Your Student Photo ID is free of charge. There is a fee for replacement student photo IDs.

Additional information for the above steps can be found at www.azwestern.edu and in the AWC Catalog or Schedule of Classes.