

**Intent to Enroll Form  
 Criminal Justice – Law Enforcement Program  
 Health and Public Safety Division**

Please make sure all items have been completed, attached, and/or turned in to: Enrollment Services, (located in the Welcome Center). You are allowed to submit this Intent to Enroll form **only** if you have completed all of the requirements in Step II as outlined in program admission requirements. Upon completion, schedule an appointment with an Enrollment Services Advisor at (608) 785-9553. To ensure accuracy, please retain copies of each document submitted to Western for your personal records.

<b>Program Admission Requirements</b>	<b>Completed/ Initials</b>
<b>STEP I – Application to the College</b>	
1. Submit WTCS Application Form and \$30 application fee. <a href="http://www.westerntc.edu/admissions">http://www.westerntc.edu/admissions</a> . Then click on Admissions Application PDF	
2. Submit copies of Transcripts: High School and College, if applicable.	
3. Complete Reading, Writing and Math course/placement testing requirements.	
<b>STEP II – Application to the Program</b>	
1. Read Mandatory <a href="#">Online Program Overview</a> .	
2. Meet reading requirement as outlined in the online overview.	
3. Meet math requirement as outlined in the online overview.	
4. Meet writing requirement as outlined in the online overview.	
5. Read program <a href="#">Essential Functions</a> .	
6. Submit <a href="#">Background Information Disclosure</a> form and fee.	
7. Complete and submit Request for and Consent to Release Information Form located on the last page of the online overview.	
8. Satisfactory performance on the National Criminal Justice Officer Selection Inventory (NCJOSI). Check <a href="http://www.westerntc.edu/admissions/pdf/assessment/CJTesttimes.pdf">http://www.westerntc.edu/admissions/pdf/assessment/CJTesttimes.pdf</a> for dates/times. Contact the Assessment Center at (608)785-9566 to schedule. <i>*This is in addition to the ASSET/COMPASS, ACT</i>	

**Criminal Justice**

Name \_\_\_\_\_

Student ID \_\_\_\_\_

**My signature** below signifies that I have completed these requirements and intend to enroll in program courses as soon as possible:

Yes

No

Completed the program admission requirements.

Read the online overview and understand:

The specific program requirements (e.g. travel for clinical, purchase of materials, etc.)

How to contact program faculty and/or Enrollment Services if I have any questions or concerns.

That it is my responsibility to keep my contact information (address/phone number/email address) current with Enrollment Services.

Once I have met with an enrollment services advisor and signed the intent to enroll, I understand I will remain accepted in my program without taking any classes until I begin the program. I realize if I choose to take classes while waiting to start my program, my debt will increase.

I have read and I understand the Essential Functions relative to the program.

I am able to meet the Program Specifications and do not need any reasonable accommodations to meet those standards at this time.

\_\_\_ (✓) I require the following reasonable accommodation(s) to meet the Program Specifications:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Enrollment Advisor/Counselor Signature

\_\_\_\_\_  
Date

**Retain a copy for your records. Schedule a meeting with an Enrollment Services Advisor/Counselor.**

Western Technical College  
Enrollment Services, Welcome Center  
400 Seventh Street North, PO Box C-0908  
La Crosse, WI 54602-0908  
608-785-9553