

SO YOU'RE ON A WAITLIST - NOW WHAT?

Why am I on a waiting list?

When a program fills to capacity, people are placed on a waiting list in order of acceptance date. Your acceptance date is determined by the date you completed all program admissions requirements and submitted all the required documentation to the Admissions Office.

Can I still take classes while I am on a waiting list?

While you are waiting to begin your core program courses, you are encouraged to take any general education or other support courses required for your program.

When will I be able to register for classes?

To get off to a great start, MSTC requires all newly accepted students to attend a Smart Start orientation for new students prior to the start of their semester. At Smart Start, you will meet with an advisor, register for classes, learn about MyMSTC, financial aid, student activities, and support services. You will also have a chance to tour the campus and find out what being an MSTC student is all about.

Watch for your invitation in the mail!

How will I know if my spot on the waiting list changes?

You will be updated, by letter, of your waiting list status a minimum of one time per year. **You will be given two weeks to respond to this letter as to whether or not you intend to remain on the list or if your plans have changed and you are no longer interested.**

- If you do not respond to this letter, your name will be removed from the list.
- If you call within one week of the initial deadline, you will stay on the list in your original spot.
- If you call during the second week and want to stay on the list, you will need to submit a written letter to the Admissions Office at Wisconsin Rapids Campus requesting to be put back on the list. Once that letter is submitted to the Admissions Office, your name will go on the bottom of the waiting list.
- If you call after the second week, you will need to reapply to the program.

How will I know when I am able to start my program?

You will be notified, by letter, of your opportunity to begin core program classes. Students are notified of an opening in the program following the start of the previous semester (e.g., letters are mailed following the start of Fall Semester for any wait-listed student who will be starting program core classes during Spring Semester). You need to accept your spot in the core program by the deadline stated in your letter. If you do not respond to this letter, your name will be removed from the waiting list.

- If the program roster is not filled by August 1 for Fall Semester or December 15 for Spring Semester, individuals on the waiting list are contacted in the order they are listed. Openings are filled on a first-come, first-serve basis.
- Nursing students: This waitlist procedure refers to the start of your first semester clinical placement.
- All students: ****IMPORTANT**** It is your responsibility to make sure we have the most current mailing address on file.

92% OF GRADS ARE **EMPLOYED WITHIN 6 MONTHS**

What happens if I can't start my program when my waitlist number comes up?

You will keep your spot on the waiting list for the next available term if you are not able to start your core program courses at that time. If you turn down your second opportunity to start the core program, a letter will be mailed notifying you that you have been removed from the waiting list. If you wish to be put back on the waiting list, you will need to schedule an appointment with your program counselor within one month of turning down your opportunity to start the program to discuss your situation and fill out a Program Waiting List Reinstatement form. Once the form is submitted to the Admissions Office, you will be placed back on the bottom of the waiting list.

- If you submit a Program Waiting List Reinstatement form, you will have one opportunity to start the core program courses. If you turn down your opportunity again, you will be removed from the program and will have to wait one year before you are eligible to reapply to the program.

Am I eligible for Financial Aid while I am on a waiting list?

Yes, financial aid will be offered to you after you've been accepted for admission into an eligible program of study. Please Note: According to the Department of Education regulations, you will not be eligible for financial aid for any courses that are not required for graduation in your program.

If a program is offered on more than one campus can I be on the waiting list at each location?

While some of our programs are offered at more than one location, you must choose one location. You cannot be on a wait list for the same program at two different locations.

Who can I talk to if I have more questions?

If you have further questions, you are invited to email the counselor responsible for your program area or schedule an appointment by calling the Student Affairs Office at the campus where your program is offered:

Marshfield..... 715.387.2538
Stevens Point..... 715.344.3063
Wisconsin Rapids..... 715.422.5300



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