



Application Check list

Applications are only accepted during the open application dates for each session; applications will not be accepted for a class prior to the enrollment period for that session. Please refer to the website for current enrollment periods.

Prior to open enrollment period:

- Read (download if needed) the VOLTA Catalog
- Download and complete Enrollment application
- Request official Transcripts from High School or GED testing site
- Check or money order for \$150.00
- If you do not have an account at nwlinejatc.com, create one making note of your email and password. Once applications have been processed, you will be able to see the status online.

The week before the open enrollment period:

- Review your information to make sure you the required information completed
- A complete application consists of the following items:
 - o *Properly completed enrollment application*
 - o *Official (sealed) transcripts or GED*
 - o *Copy of valid drivers' license*
 - o *Check or money order for \$150.00*
 - o *Proof of medical insurance*
- Send packet to be delivered no earlier than Monday of the open enrollment (applications received prior to Monday will be returned).

30 days prior to first day of class:

- Attend the Orientation as scheduled
- Secure housing
- Make sure your deposit is paid.
- Arrange for final tool purchases

1 Weeks before class:

- Final payment due
- Complete tool list in hand