WESTERN COLLEGE ALLIANCE MEDICAL LABORATORY SCIENCE (WCACLS) STUDENTS
HOW TO APPLY FOR TRANSFER STUDENT ADMISSION TO UND

WCACLS students:
- Are required to register at UND for the summer and fall semesters of 2017 and the spring semester of 2018
- Pay tuition to their home institution only
- Financial aid will be from their home institution
- Will receive a degree from their home institution and a certificate in MLS from UND (CERT-MLS)
- Must remember to also register at their home institution for summer and fall 2017 and spring 2018 semesters

If you were registered in a UND MLS course spring semester 2017 you can disregard this information. This information is only for a student who has not been admitted to UND and was not registered in a UND MLS course prior to attending the summer 2017 semester.

Admission and acceptance to UND is required before you can register for your UND courses. Please do the following:

APPLY ONLINE AS A TRANSFER STUDENT TO UND FOR SUMMER SEMESTER 2017:
Apply ASAP. It can take time to become admitted. (Students will be informed if they need to register for MLS 325L Hematology Laboratory. MLS 325L will require admission quickly so that you can register in the course. The course contains online coursework to be completed BEFORE arriving on campus for the summer practicum.) Apply to UND as soon as you read this.

Go to http://und.edu/admissions/undergraduate/apply/transfer-students.cfm (transfer student admission) to begin an online application. At this link at the bottom of the page you will see APPLY NOW (orange letters).

1. Create an account
2. Academic Information = 2017/summer
3. Primary Interest = Medical Laboratory Science
Create log in information

Address Major Information
1. Choose on campus
2. Major/Program = select Medical Laboratory Science
3. Degree Plan = select Certificate MLS
4. Academic Term = 2017 summer

Choose the option that best describes your current education goal at UND
1. Select = earn a certificate

If you have any questions/problems telephone the Admissions office at 701-777-3822.

The application requires the payment of a one-time admission application fee. Admissions will not begin processing your application until this is paid.
TRANSCRIPTS (follow the directions on the application):
UND Office of Admissions requires an official transcript from every community college/college/university you have attended. You will need to contact each and request an OFFICIAL transcript be mailed directly to: UND Undergraduate Admissions, Gorecki Alumni Center, 3501 University Avenue Stop 8357, Grand Forks, ND 58202-8357. Reminder - Request that the transcripts be mailed directly to the above address. (If they are mailed to the UND MLS program UND Admissions will not accept them from us - they must be mailed directly to UND Admissions). Hint – Request your official transcripts ASAP allowing plenty of time for your official transcript request(s) to be processed from each institution you attended and are requesting official transcripts from. Each institution handles requests differently and if there is an option to choose to have them sent overnight or by email choose that option for quicker admission.

WHEN YOU HAVE BEEN ADMITTED TO UND:
1. Upon receiving confirmation and student ID# from UND informing you that you have been admitted for summer and are eligible to register for your UND summer courses follow the directions using the information “WCA Summer Semester 2017 UND Course Registration”. This lists the class numbers to register for each summer course (13 total credits).
2. The program UND uses for this purpose (among other functions) is called CONNECT/ND, CAMPUS CONNECTION. At this link you will find an arrow asking you to log in. This link also has HELP if you have any questions on your user ID and password, etc. Go to: http://www.und.nodak.edu/dept/registrar/campusconnection/index.htm

Remember...you need to be admitted to UND (which includes the initial online application process, payment of the fee and UND receiving all your official transcripts) for the summer semester before you can register for your courses. This takes time so start the process TODAY. If you want to check on your application process - contact the UND Office of Undergraduate Admissions at 701-777-3822.

If at any time you have a question please feel free contact the UND MLS Administrative Assistant MaryBeth McGurran (701-777-2634 or marybeth.mcgurran@med.und.edu)