



NWTC Correspondence Courses

Fall 2025

Semester Start Date: August 16, 2025

Semester End Date: December 21, 2025

Last date to register for a correspondence course: August 29, 2025

<u>Course Section</u>	<u>Course Title</u>	<u>Course No.</u>	<u>Credit</u>
10809159-4	Abnormal Psychology	10809159	3
10801196-27	Oral/Interpersonal Communication	10801196	3
10809188-18	Developmental Psychology	10809188	3
10809195-8	Economics	10809195	3
10801136-50	English Composition 1	10801136	3
10809198-19	Introduction to Psychology	10809198	3
10809196-11	Introduction to Sociology	10809196	3
10809172-21	Introduction to Diversity Studies	10809172	3
10804134-1	Mathematical Reasoning	10804134	3
10804113-9	College Tech Math 1A	10804113	3

These General Studies courses require an overall high school grade point average (GPA) of 2.6, 15 college level credits with an overall grade point average (GPA) of 2.6, or satisfactory score on one of these required assessments: TABE A, Accuplacer, ACT, or Asset. Please talk to the education coordinator at your facility about taking an assessment.

Course section fees

- For the most up to date information, please visit our website, [LINKED HERE](#)
- Tuition and fees may include the cost of inclusive access.
- Since PBC classes may require use of a textbook, fees may vary.

Students have one semester to complete a course.

Please be advised that there are due dates for exams and assignments to help students stay on the path to success. Exams and assignments must be mailed to NWTC for grading.

PRINT-BASED CORRESPONDENCE COURSE CHECKLIST

□ STEP 1 – COMPLETE ASSESSMENTS -OR- PROVIDE HIGH SCHOOL TRANSCRIPT WITH GPA OF 2.6 OR HIGHER

Please note: Prior to enrolling in a General Studies course at NWTC, you must have obtained an overall high school grade point average (GPA) of 2.6 or greater **OR** have achieved a satisfactory score on one of the required assessments: Accuplacer or ACT. A copy of the high school transcript **OR** assessment score must be sent to NWTC before the enrollment process can begin. Please talk to the education coordinator at your facility about taking an assessment.

Test Score Requirements by Print Based Course	
English Comp I	2.6 GPA OR Accuplacer Writing 260+ AND Reading 250+ OR ACT English 18+ AND Reading 16+
Oral/Interpersonal Comm	2.6 GPA OR Accuplacer Writing 237+ AND Reading 250+ OR ACT English 16+ AND Reading 16+
Intro to Psychology Intro to Diversity Intro to Sociology Economics Developmental Psychology Abnormal Psychology	2.6 GPA OR Accuplacer Writing 237+ AND Reading 250+ OR ACT English 15+ AND Reading 16+
Math Reasoning College Tech Math 1A	2.6 GPA OR Accuplacer Arithmetic 250+ AND Reading 250+; OR ACT Arithmetic 15+ and Reading 16+

□ STEP 2 - MAIL-IN REGISTRATION & PAYMENT

Complete the supplied NWTC registration form found on the next page. Payment is **due at the time of enrollment**. If payment is not included, the enrollment will not be processed. Include the following on the form:

- Name (include DOC# above name)
- Address (using the facility address where you receive mail)

Mail high school transcript AND/OR assessment results, registration form and check (payable to NWTC) to:

NWTC Admissions
2740 W. Mason Street
Green Bay, WI 54307

You will receive enrollment confirmation and a receipt once your enrollment is processed. A few days prior to the start of the semester, NWTC will mail the course materials (syllabus, exams, and assignments) to the student.

□ STEP 3 – TEXTBOOKS

Contact the NWTC Bookstore: 920-498-5402 or 1-800-422-NWTC, extension 5402, for textbook information. Payment for textbooks can be made using one of the following:

- Credit card (Contact: 920-498-5444 or 1-800-422-NWTC, extension 5402)
- Check (Make check payable to NWTC Bookstore)

Mail check to:
NWTC Bookstore PBC
2740 W Mason St Green Bay WI

REGISTRATION FORM

DOC# _____



STUDENT NUMBER		NATIONAL ID (SS#)		LAST NAME		FIRST NAME		MIDDLE INITIAL		PREVIOUS LAST NAME	
STREET ADDRESS		CITY		STATE		ZIP CODE		<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		CHECK ONE: <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Immigrant <input type="checkbox"/> Non-Immigrant	
AREA CODE	HOME TELEPHONE	LEGAL RESIDENT OF:	COUNTY	<input type="checkbox"/> VILLAGE <input type="checkbox"/> CITY <input type="checkbox"/> TOWN		REQUIRED GOVERNMENT STATISTICAL INFORMATION <input type="checkbox"/> 1. American Indian/Alaskan Native <input type="checkbox"/> 2. Asian <input type="checkbox"/> 3. Black, Not Hispanic <input type="checkbox"/> 4. Hispanic <input type="checkbox"/> 5. White, Not Hispanic <input type="checkbox"/> 6. Native Hawaiian/Other Pacific Islander <input type="checkbox"/> 7. I choose not to disclose					
AREA CODE	WORK TELEPHONE	AREA CODE	CELL PHONE NUMBER	DATE OF BIRTH		DISABILITY: <input type="checkbox"/> YES <input type="checkbox"/> NO CHECK 'YES' IF YOU ARE SELF-IDENTIFYING A DISABILITY.					
EMAIL ADDRESS											
EDUCATION: NAME OF HIGH SCHOOL				CITY		STATE		H.S. YEAR GRADUATED		HIGHEST GRADE COMPLETED	
CLASS NUMBER		CLASS TITLE		CATALOG NUMBER		START DATE		CLASS FEE		FOR REGISTRATION INFORMATION, CALL 920-498-5444 Out-of-state residents may be responsible for additional fees.	

I certify that the information on this form is true to the best of my knowledge.

Signature (required) _____ Date _____

The College reserves the right to cancel classes in the event of insufficient enrollments. If a class cancels, you will be notified prior to the starting date. GED® is a registered trademark of the American Council on Education and may not be used or reproduced without the express written permission of the American Council on Education. NWTc does not discriminate on the basis of age, race, color, disability, sex, gender, sexual orientation, gender identity, national origin or other protected classes. Please direct inquiries to Mohammed Bay, Director of Diversity & Inclusion/Title IX Coordinator at (920) 498-6826 or mohammedbay@nwtc.edu, 9355355, tc 919

ALTERNATIVE PAYMENT OPTIONS

****PAYMENT IS STILL DUE AT THE TIME OF ENROLLMENT EVEN IF YOU ARE APPLYING FOR FA OR VA BENEFITS****

AM I ELIGIBLE FOR FINANCIAL AID WHILE TAKING PBC COURSES?

In most cases, no. Any individual who is considered incarcerated may not receive federal student loans. Additionally, individuals incarcerated in federal or state penal institutions may not receive Federal Pell Grants.

However, if you are incarcerated in a local, municipal, or county correctional facility and you otherwise meet eligibility criteria, you may be eligible for a Federal Pell Grant. This criteria includes being enrolled in an aid eligible degree-seeking program.

IF YOU DETERMINE THAT YOU ARE ELIGIBLE FOR FINANCIAL AID, PLEASE SPEAK TO YOUR EDUCATIONAL DIRECTOR ABOUT OBTAINING A PAPER COPY OF THE FAFSA.

AM I ELIGIBLE FOR VETERANS BENEFITS WHILE TAKING PBC COURSES?

There is potential to use WI GI Bill if eligible.

WDVA 2029: Veteran must complete this form and return it to the school no later than the 14th calendar day of the semester.

WDVA 2030: Veteran must complete this form and mail it to the WDVA along with a copy of their DD214 to determine their eligibility.

- Eligible students must have a 2.0 cumulative GPA or higher in order to be eligible at the school.
- Student must be a current resident of WI **and** must have been a WI resident during time in service, *or* the veteran must have been a WI resident for at least 5 consecutive years immediately preceding the semester for which they register.
- The veteran must have a qualifying term of service.

Visit the NWTC website to print off any student veteran forms here:

<https://www.nwtc.edu/student-experience/veterans-services/nwtc-forms-for-student-veterans>

More information about the WI GI Bill can be found on this web page:

<https://dva.wi.gov/Pages/educationEmployment/Wisconsin-GI-Bill.aspx>

IF YOU DETERMINE THAT YOU MIGHT BE ELIGIBLE FOR VETERANS BENEFITS, PLEASE SPEAK TO YOUR EDUCATIONAL DIRECTOR ABOUT OBTAINING COPIES OF THE FORMS.