

Steps for Dual Credit Enrollment

Steps for Wayland:

1. Apply to Wayland at www.wbu.edu
2. Submit completed concurrent enrollment agreement to Gates Hall
3. Make sure to sign Yellow tablet to have your final transcript sent to Wayland
4. Submit to WBU, meningitis vaccination documents before August classes begin
5. Make sure you have accepted the PHS Google invite to the Dual Credit class
6. Wayland will communicate with you by email or text
7. After being accepted, payment may be completed by calling the WBU Business Office at 806-291-3445 or go to the Business Office located in Gates Hall to complete payment
8. Be advised that WBU and PHS may have different class schedules, if WBU has class but PHS is off, you MUST attend your dual credit class at WBU

Steps for SPC:

1. Apply to SPC at www.southplainscollege.edu
2. Dual Credit concurrent form signed and turned into your counselor
3. Make sure to sign Yellow tablet to have your final transcript sent to Wayland
4. If you took WBU classes in the past, you must go to Wayland to have your college transcript sent to SPC
5. For welding and cosmetology students, submit to SPC, meningitis vaccination documents before August classes begin
6. After being accepted, students must register and pay for classes through their SPC Texan Connect Account before the deadline, if you do not complete registration and payment, your course(s) will be dropped