

## **WGU (Western Governors University)**

The following information was obtained in a telephone conversation with WGU enrollment counselor Jessica Schmitz-Lucero ([jessica.schmitz@wgu.edu](mailto:jessica.schmitz@wgu.edu) – (866) 225-5948) on May 5, 2026

1. The process begins by submitting an application at WGU.edu (apply now). There is no charge for this.
2. You will then receive an email that will allow you to fill out personal information and get enrolled. You will receive your student ID, but there is no time limit on how long you can wait to enroll in classes.
3. You will hear from an Enrollment counselor (like Jessica) almost immediately to answer any questions.
4. If you are transferring credits from ICC, Study.com, Sophia.org, CLEP, IB, AP, etc. you must wait until you've finished all of them before continuing on with the process because once you start WGU you cannot add other transfers.
5. There is no mechanism for evaluating transfer classes from ICC prior to completing all classes and submitting an official transcript for review. You can review pre-approved courses from National Institutions (CLEP, Study.com, Sophia.org) or state institutions at: <https://partners.wgu.edu/home> Select the organization, then your major and you will see all courses that are approved. Since they will not review any ICC courses I strongly recommend NOT taking ICC classes, but instead taking Study.com or similar classes which you know will be approved, but if you have completed ICC classes and do not plan on taking any more you may, and should submit the transcript so you can see if you will have to retake classes through Study.com that have not been accepted for your program at WGU.
6. When you have finished all classes you want to transfer, login to your account and submit your transcripts for approval. They will check to make sure you have at least a 2.0 cumulative GPA in college classes (this can be as few as a single course), or a 2.5 GPA in HS. They will also rule on which classes will count toward your degree.
7. You must make sure to submit all official transcripts no later than the 5<sup>th</sup> of the month preceding when you want to start classes.
8. You will receive confirmation that you've been admitted. Then submit payment for your first term by the 15<sup>th</sup> of the month prior to starting. You may pay it all at once (for Psychology it is \$4,210 tuition plus \$200 fees for 6 months), or pay a one-time fee (not every term) of \$25 to allow you to pay monthly. There is no additional charge to pay monthly, it is tuition + fees / 6, so for Psychology it is \$735/mo. This is if you link to your bank account. If you use a credit card there is a 2.85% service fee.
9. Once they verify your payment you will be sent a link for an Orientation and Personal Learning Guide. This will take you about 6 to 8 hours to go through but tells you all you need to know about WGU and your classes. At the end you will complete an assessment (not a test).

10. After you've completed your assessment you will be given a Mentor who will work with you at setting up your schedule and answering questions. He or she will contact you but you will want to meet with them 3 to 5 business days before your intended start date.
11. If you are receiving financial aid (WGU does offer scholarships but not financial aid) you will be required to complete 12 competency hours per term to stay as "full-time". If you are private pay there is no such requirement, however during your first term WGU requires you to do one of 3 activities within the first 45 days to show you are active or you will be dropped and have to re-enroll. The activities are simple and have to do with the class (paper, project, schedule a test, complete pre-assignment).
12. Classes are taken one class at a time. The classes will become available in sequence according to the program guide for that degree (e.g. [Program Guide](#)). Classes you have already taken at WGU or received transfer credit will be skipped.
13. Instructors are allowed up to 5 to 7 business days to grade assignments or tests but rarely take that long. For final exam or project you cannot go to the next course until the current one is marked complete by the instructor. For intermediate assignments (papers, projects) you can continue on in that class while waiting for a grade.
14. A grade of 80% or better is required to prove competency (may be through final exam or similar), but there are plenty of practice exams that you can take as often as you want before scheduling the test.
15. Tests must be proctored (someone is watching you via webcam) so you must schedule them. If you do not achieve 80% or better you may retake it after going over a lesson plan with your instructor and waiting 5 to 7 business days to reschedule. You may retake it up to 3 times. The 4<sup>th</sup> time will cost you \$60. If you still fail to get 80% you must retake the entire course. It will be marked on your transcript as "not passed" but after retaking it if you pass it will be changed to "pass". For other schools requiring a transcript your transcript will only show a B (for passed) or "not passed"
16. If you are in the middle of a class at the end of a term you will just continue in the next term.
17. The next term is automatically started and billed unless you request, through your mentor, a break. At which point payments and activities are halted. If unforeseen circumstances arise during the term and you need a break for medical or other reasons, work with your mentor and instructor.
18. WGU estimates that for a 3 hour (competency) class if you dedicate 15 to 25 hrs/wk you should complete it within 6 weeks, however some classes you might complete in just a few days, depending on the level and your knowledge. In general, assume that if you are not working and can spend 40 hrs/wk then for a 3 hour class you should be able to finish an entire class in 3 to 4 weeks.