

Admissions



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Northwest Florida State College is an open-door institution. However, depending on the student's major/program of study, specific admission criteria must be met. Generally, a student must be able to provide documentation that he/she is at least 16 years old and no longer enrolled in a K-12 system.

Get Started

1. It's free to apply to Northwest Florida State College. Apply online at www.nwfsc.edu/admissions.

2. Apply for Financial Aid. Complete an application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. NWF State College's school code is 001510. Applications for federal financial aid should be made well in advance of course registration. Students not meeting the priority deadline may experience delays in receiving financial aid. For more information contact the Financial Aid Office at (850) 729-5370 or visit www.nwfsc.edu/financialaid.
3. Request official transcripts, as applicable, which include the following: high school or GED transcript, Home Educated Affidavit, official college and/or university transcripts from all institutions attended, Military transcripts (CCAF, AARTS, SMARTS) and official score reports from CLEP, DANTES, AICE, AP, or IB. Transcripts noted as 'Issued to Student' are not considered official. Please request official transcripts to be sent directly to: **Admissions Office: NWF State College, 100 College Boulevard, Niceville, FL 32578**
4. Either submit placement test scores that are less than two years old (ACT, SAT) or take the Postsecondary Education Readiness Test (PERT) at NWF State College. Transfer students who have satisfactorily completed college level English and math courses are not required to take a placement test. **Testing is for placement purposes only and is not a criterion for admission. See the Placement Chart in the Developmental Education section of the catalog for a list of the test scores that correspond to courses.**
5. All first time, college degree seeking students are required to meet with an Academic Advisor before they may register for classes their first semester. Students will be contacted by their designated Advisor and can schedule an appointment, via phone, or via [email](#) at their closest [NWF State College locations](#). While walk-ins are welcome, appointments are strongly encouraged. While new degree seeking students are required to meet with an Advisor, all students can benefit from a meeting with an Advisor. Academic Advisors will guide you regarding placement testing, college readiness skills and other tools and information to ensure academic success.
6. Use your college assigned student email. Once admitted students are assigned a college student email account. **Email serves as the official method of communication to the student from the college.** Each applicant will be notified by email of their admission's status to the college. For more information and instructions on student email, see the [Student Email webpage](#).
7. Enroll for classes online at [RaiderNet](#).
8. Pay fees through [RaiderNet](#) or at any NWF State College location. Students need to pay special attention to their payment due dates. Courses could be dropped if fees are not paid on time. Northwest Florida State College offers a variety of financial assistance for students including a tuition payment pay through NelNet. For more information contact the Business Office at (850) 729-5355.
9. Attend your classes and get involved in [Student Life!](#)

Readmissions

Any student who has previously attended or applied to NWF State College, and who has not been in attendance within one (1) year (3 semesters) must reapply online at www.nwfsc.edu/admissions to update personal data, verify their major/program of study, and residency. If the student attended another institution in the interim, an official transcript must be submitted from that institution. The student will complete requirements for graduation under the catalog in effect at the time of re-entry.

Transfer Students

A student who has attended any college or university prior to enrolling at NWF State College is considered a transfer student. Transfer students must request that an official transcript(s) of all previous college work including their high school transcripts be sent directly to the Admissions Office. All re-enrollment forms and supporting documents must be submitted in sufficient time to permit processing and notification of admission status prior to registration. In certain instances, applicants may be conditionally admitted as provided below.

Conditional Admission

An applicant who has completed admission forms, but has not been fully accepted for admissions may be permitted to attend in a "Conditional Admission" status for one (1) term to allow for admission requirements to be met. During this time, any course credit "earned" will not be released until all outstanding requirements have been met.

Neither official transcripts nor financial aid will be released for any courses in which the applicant is enrolled. Conditions attached to any enrollment must be satisfied before the end of the term.

One of the opportunities available to high school seniors about to graduate is Conditional Enrollment at the college for the Summer Term. Under this specialized enrollment, graduating seniors may enroll at their own expense in courses during May of the year they are to graduate. Dual Enrollment, Federal Financial Aid and most scholarship opportunities are not available under Conditional Enrollment status.

Associate in Arts, Associate in Applied Science, and Associate in Science Degree Admission Requirements

An applicant for admission to the Associate in Arts, Associate in Applied Science, or Associate in Science degree programs must be a high school graduate and may be admitted with one of the following:

A. High School Diploma

Florida public high school graduates must have earned a standard high school diploma. An official high school transcript with high school graduation date is required. Applicants who have earned the Florida Certificate of Completion or the Florida Special Diploma should contact the Admissions Office to discuss alternative admission options. Non-Florida public high school graduates must have earned the equivalency of a standard Florida public high school diploma. All other diplomas must be validated. Institutions that are not registered with a department of education from a U.S. state or U.S. territory, or that only offer an exam for diploma, are automatically denied.

B. State Equivalency Diploma (GED)

Students who have received the General Education Diploma (GED) are entitled to admission to all degree programs. An official transcript of the GED results is required for admission.

C. Home-Educated Students

Home-Educated students must complete an Affidavit for Home-Educated Students form verifying high school graduation. These forms may be obtained from the Admissions Office.

D. Foreign Educated Students

Foreign educated students who have earned an education equivalent to a US secondary school education must use one of the agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES) to translate and validate their high school diploma. Students will need to have the official evaluation sent to NWF State College. For more Information please refer to the NACES website at www.naces.org.

Certificate and Applied Technology Diploma Admission Requirements

An applicant for admission to Applied Technology Diploma (ATD), college credit, or career and technical or vocational certificate programs may be admitted without the standard high school diploma or GED high school equivalency diploma provided the program to which the student is applying does not require the high school diploma or equivalent. However, the College will not be able to award federal financial aid unless the student meets the requirements as set forth under the AA, AAS, and AS admission criteria above. As with all programs at NWF State College, certificate and ATD students must submit official copies of high school transcripts or GED diploma and, if a transfer student, a copy of transcripts from all previously attended postsecondary institutions.

Baccalaureate Degree Admission Requirements

NWF State College is approved by the State of Florida Board of Education to offer baccalaureate degrees. All Bachelor programs are designed to provide a career ladder for those who have already completed an associate degree (or 60 transferable credits for the Bachelor's in Education degrees and BAS degrees). All Bachelor applicants must

complete the NWF State College online admission and residency materials to apply to their desired program. Applicants must complete the standard Florida foreign language upper division admission requirement. If a student has not completed two years of the same foreign language in high school or six credits in college, or does not qualify for a waiver, the student may be admitted but will need to complete the foreign language requirement before completing the program.

Bachelor of Applied Science in Project Management

Bachelor of Applied Science in Management and Supervision

An applicant for admission to the Bachelor of Applied Science in Project Management or Management and Supervision degree program may be admitted with the following:

- Completion of NWF State College admission and residency materials.
- Completion of an Associate in Science (A.S.) or an Associate in Applied Science (A.A.S.) degree (with a minimum of 60 semester hours) in a professional/technical field. A.A. degree students may be asked to complete additional credits in a professional area (e.g., accounting, computer science, general business, etc.) in lieu of the additional general education required of the A.S./A.A.S. student.
- Completion of all developmental coursework.

Bachelor of Science in Nursing

An applicant for admission to the Bachelor of Science in Nursing degree program may be admitted with the following:

- Completion of NWF State College admission and residency materials.
- Completion of an associate degree nursing program or nursing diploma prior to enrollment.
- Completion of all developmental coursework.
- Documentation of a current RN Licensure. Recent graduates of associate degree nursing programs who have not yet obtained a RN License may apply and may be accepted on a conditional basis for one term or until clinical experiences begin. Conditional status may be removed once the student obtains a current RN License.
- Documentation of a grade point average (GPA) of 2.75 or higher in all college credit coursework and a grade of “C” or higher in all Florida Common Course Prerequisites applicable to the RN to BSN degree program. Depending on program capacity, students with less than a 2.75 GPA may be admitted on a provisional basis. However, in all cases, the student must have earned a “C” or higher in all common course prerequisites. Provisional status may be removed if the student earns a GPA of 3.0 or higher for his/her first eight upper division nursing credits at the college. Ideally, prerequisite and general education courses should be completed prior to enrolling in upper division nursing courses; however, all prerequisite and general education courses must be completed by the beginning of the senior year.

Additional pre-enrollment conditions, which include proof of immunizations, CPR verification, drug screen, and background check, must be satisfied prior to registration.

Bachelor of Science in Elementary Education,

Bachelor of Science in Middle Grades Mathematics Education,

Bachelor of Science in Middle Grades General Science Education

An applicant for admission to the Bachelor of Science in Education degree program may be admitted with the following:

- Completion of NWF State College admission and residency materials.
- Completion of an Associate in Arts (A.A.) degree from a regionally accredited college or university, or at least 60 semester hours of postsecondary education from a regionally accredited college or university.
- Completion of all developmental coursework.

- Completion of all general education requirements and lower-division state-mandated common prerequisite with a minimum grade of “C” in the prerequisite course.
- Completion of 6 semester hours of coursework with an international or diversity focus.
- A minimum cumulative grade point average (GPA) of 2.5 on a 4.0 scale for the general education component of the undergraduate studies or have completed the requirements for a baccalaureate degree with a minimum cumulative grade point average of 2.5 on a 4.0 scale from any approved college or university.
- Passing scores on the General Knowledge Test of the Florida Teacher Certification Examination (FTCE).
- Agreement to submit to background checks by both the Florida Department of Law Enforcement (FDLE) and the Federal Bureau of Investigation (FBI).

Bachelor of Science in Early Childhood Education, Birth through Four

An applicant for the Bachelor of Science in Early Childhood Education may be admitted with the following:

- Completion of NWF State College admission and residency materials.
- Completion of state-mandated prerequisites with a minimum grade of “C”.
- Completion of an associate’s degree from a regionally accredited institution with a minimum of 60 transferable semester hours.
- Completion of all developmental coursework and a minimum of 18 credit hours of transferable general education credit hours.
- Completion of 6 semester hours of coursework with an international or diversity focus.
- A minimum cumulative grade point average (GPA) of 2.0 on a 4.0 scale
- Agreement to submit to fingerprinting as required by Early Childhood facilities.

Second Degree

In recognition that students seeking a second baccalaureate degree have completed a rigorous program of study at a regionally accredited or comparable international institution, some admission and graduation, requirements will be satisfied by virtue of their previous degree. These include Gordon Rule, Foreign Language Entrance Requirement, and General Education. However, this will not preclude prerequisites for the major that happen to be general education courses. NWF State College will also honor the same practice for students who have been awarded a State of Florida Associate of Arts or a baccalaureate degree from a regionally accredited or comparable international institution and are seeking an Associate in Applied Science or Associate in Science degree at NWF State College. Students should contact the appropriate department or division office for more information.

Foreign Language Requirement

University or college admission to baccalaureate programs in the State of Florida requires that students demonstrate foreign language competencies. The Florida Department of Education has identified the competencies as successful completion of two sequential credits in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level or an appropriate score on an approved CLEP examination. Native speakers of another language who can demonstrate proficiency by evidence of a secondary high school transcript may petition for a waiver. Students should contact their Academic Advisor for more information.

Limited Access Programs

Limited access programs have additional admission requirements and a competitive selection process.

Dental Assisting

The Dental Assisting program is accredited by the Commission on Dental Accreditation. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or 211 East Chicago Avenue, Chicago, IL 60611. The program is a three semester Limited Admission Career and Technical or Vocational program. Applicants must possess a high school diploma or its equivalent, as well as satisfy all other NWF State College admission criteria. Program graduates are eligible to sit for the Dental Assisting National Board examination to receive the Certified Dental Assistant (CDA) credential. Contact Dental Assisting at (850) 729-6444 for additional information.

Emergency Medical Technician (EMT)

The Emergency Medical Technician program is accredited by the Committee on Accreditation for the EMS Professions (CoAEMSP). Emergency Medical Technicians are part of the Emergency Medical Services team. EMTs are trained to provide basic life support and transportation of the sick and injured. The EMT program prepares students to apply for the examination to become a Florida licensed and National Registry Emergency Medical Technician Basic.

The Emergency Medical Technician program is 12 credit hours long and is conducted over one (1) semester. Applicants to this program must have a high school diploma or GED and meet other applicable admission criteria (including fingerprinting, a background check and a drug screen). If the number of qualified applicants to the program exceeds the number of openings, students will be accepted using a combination of application points and a random selection process. Contact the EMS Office at (850) 729-4924 for additional information.

Firefighting

Firefighters are trained to extinguish and control fires in response to situations where property, life, or the environment is in danger. At the scene of an emergency, firefighters perform tasks assigned by their commanding officer. Depending on the situation, they may need to provide medical attention, break through debris, operate fire hoses, or enter a burning building. Firefighters are often first responders to car accidents, heart attack scenes, and other medical emergencies that do not involve fire.

The Firefighting Certificate program is one semester that consists of two classes; Fire Basic I and II. Applicants to this program must have a high school diploma or GED and meet other applicable admission criteria. If the number of qualified applicants to the program exceeds the number of openings, students will be accepted using a combination of application points and a random selection process. Contact the Firefighting Office at (850) 729-4924 for additional information.

AS/RN Nursing

This two-year Nursing program, which is fully approved by the Florida Board of Nursing, leads to an Associate in Science (A.S.) in Nursing degree. Current Florida Licensed Practical Nurses (LPNs) may complete the program in three semesters, not including summer. Graduates of the Nursing program are eligible to apply for licensure by examination to become Registered Nurses (RNs). They are also prepared to continue their education, and can smoothly transition into the RN to BSN program offered at NWF State College.

The Associate in Science in Nursing has a once-a-year application/admissions process to begin nursing coursework the following Fall semester. Those who plan to apply to the program may wish to complete specified general education coursework to prepare a more competitive application. Applicants must complete a program application in addition to the college application, must meet or exceed the minimum cumulative GPA requirement, and must pass the Nursing Admission Examination in order to be considered for selection into the program. Students selected for this program must meet matriculation criteria, including fingerprinting, a criminal background check, drug screen, and CPR Certification, as required by clinical facilities. Interested students should review all application materials and selection criteria on the [Nursing website](#). Contact the Nursing Department at (850) 729-6400 for additional information.

Paramedic

Paramedics are the highest trained and educated pre-hospital provider of emergency medicine. In the Paramedic program, students are provided the highest quality education to prepare to become competent leaders in the high pace work of Emergency Medical Services. The Paramedic program is three semesters beyond the Emergency

Medical Technician Basic level and prepares students to apply for the Florida or National Registry Paramedic board examination. The Paramedic Certificate program is a Limited Admission College Credit Certificate. Students admitted to this program must have a high school diploma or GED and meet other applicable admission criteria (including documentation of current Florida Emergency Medical Technician (EMT) Certification, fingerprinting, a background check and a drug screen). If the number of qualified applicants to the program exceeds the number of openings, students will be accepted using a combination of application points and a random selection process. The curriculum for this program forms the core of the Emergency Medical Services Associate in Science degree program. Contact the EMS Office at (850) 729-4924 for additional information.

Radiography

The Radiography Program is a Limited Access Associate in Science degree program. New students are accepted annually for enrollment in the Summer Term. Students admitted to this program must meet specific admission criteria (including a minimum score of 70 in each section of the HESI exam or overall average scores of 70 to be considered as an alternate). Additionally, after acceptance into the Radiography program a background check, drug screen and other training will be required. Graduates of the program will be eligible to sit for the American Registry of Radiologic Technologists (ARRT) certification exam. Contact the Division of Allied Health at (850) 729-6444 or visit our [website](#) for additional application requirements and information.

Welding

The Welding Technology and Advanced Welding Technology are Limited Access Certificate programs. New students are accepted for Admissions annually in the Fall term for the day program and annually in the Spring term for the night program. Students admitted to this program must meet specific admission criteria. The NWF State College Welding program provides you the skills, knowledge, and customized training required to be a professional welder. Students accepted into the program have the opportunity of obtaining NCCER credentials. Each certificate level is acknowledged by the industry as proof of acquired skills in various forms of welding, cutting, base metal preparation, welding inspection, safety, and metallurgy. Interested students should review all application materials and selection criteria in the Welding program guide. Please contact the Welding Office at (850) 729-5224 for the daytime office and (850) 729-5233 for the night time office or visit the [welding website](#) for additional information.

Programs with Additional Admission Requirements

Criminal Justice Training Programs

The Law Enforcement Basic and Correctional Officer Basic Career and Technical or Vocational Certificate Programs are certified through the Florida Department of Law Enforcement (FDLE). The college is designated as Florida Criminal Justice Training Center Number 21 and students enrolling in these certificate programs must meet FDLE requirements (including fingerprinting and background check), possess a standard high school diploma or its equivalent, successfully complete the Florida Basic Abilities Test (FBAT), as well as satisfy all other NWF State College admission standards. Contact the Criminal Justice Program at criminaljustice@nwfsc.edu or (850) 729-5378 for additional information.

Emergency Medical Services

The Associate in Science in Emergency Medical Services (EMS) is limited to students who are licensed EMT/Paramedics. Contact the EMS Program Office at (850) 729-4924 for additional information.

Fine and Performing Arts

Some Fine and Performing Arts classes are open only by audition or faculty/division approval. Contact the Humanities, Fine and Performing Arts Division at (850) 729-5382 for additional information.

Reserve Officers' Training Corps (ROTC)

The U.S. Army Reserve Officers' Training Corps (ROTC) program provides an outstanding opportunity for military leadership training. Students may also begin leadership training at the college level. Participation in the program does not require a commitment to enter the U.S. Army for non-scholarship students. The four courses in the program are transferable to any ROTC program in different branches of the military and participants in the program are able to transfer seamlessly for upper division studies.

To enroll, a student must be physically and morally qualified, a full-time degree-seeking student and a U.S. citizen. Student may register for their ROTC courses at any NWF location but ROTC courses will be taught at University of West Florida's main campus in Pensacola. For additional information visit [ROTC's website](#) or contact Ramsey Ross at (850) 729-5379.

Non-Degree Seeking Students

Many students attend college to upgrade employment skills, for transfer credit, or for personal interest and enjoyment. Non-degree applicants only need to provide a completed Application for Admission and Florida Residency form. Applicants who do not wish to earn a degree or certificate from NWF State College and wish to take college, career and technical or vocational credit courses do not need to provide evidence of prior educational coursework. However, students seeking enrollment in courses with prerequisites or other admissions requirements, or students seeking financial assistance may be required to provide evidence of all prior educational course work. Students will not be permitted to enroll in any college credit English, humanities, mathematics or Gordon Rule social science course without meeting the State of Florida mandated minimum scores on an approved placement test or showing that they have met the prerequisite or are exempt from placement testing.

Transient Students from Other Institutions

Students who are currently enrolled at another post-secondary institution, wishing to take courses that will be transferred back to their current institution are considered Transient Students. Transient Students are required to submit their home institution's authorization of course selection before registration.

Adult General Education

This program leads to the completion of elementary and secondary studies, including basic reading, writing and mathematics. Adult General Education classes are designed for adults who need to develop skills in reading, writing and arithmetic with a minimum of 4th grade level on the Test of Adult Basic Education (TABE) assessment. It includes other subjects related to gainful employment and college readiness such as obtaining the Florida High School Diploma through GED testing, career preparation and postsecondary transition services. English classes are available for students that have a primary language other than English. Eligibility requirements are as follows:

- Applicants must be 16 years old.
- Applicants normally must NOT have received a standard high school diploma or passed the General Education Development (GED) Test.
- Registration dates and start times are the same as those for college credit students. The Adult Education Program is open enrollment and students may enroll anytime during the semester. The term fee is \$30.00. Most student classroom materials are included in this fee.

International Students

International students should begin the admissions process at least four months prior to the beginning of any college term. International mail delays, transcript verifications, international monetary transfers, consular appointments, travel, housing and advisement/testing requirements must be anticipated many months in advance of enrollment. The desired date for application materials to be received by the College is April 1st for Fall, September 1st for Spring and January 1st for the Summer term. International students seeking college credit on the F-1 or M-1 visa must satisfy all requirements for admission as a regular student and meet the following requirements:

1. Fill out the admission form located within the International Student Application Packet. Students can obtain an International Student Application Packet from the Admission area of the NWF State College website.
2. Transcripts: Official evaluations of secondary school records must be evaluated by an outside source at the student's expense. Students must use one of the agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). For more information please refer to the NACES website at www.naces.org. Though not required requests for the acceptance of college/vocational level transfer work must also be evaluated by a NACES sanctioned evaluation service at the student's expense. Recommendations from the evaluation service will be considered in determining what courses may transfer, however, the final determination will be made by the College Registrar in consultation with the Academic Department Chairs/Deans. Academic records will not be returned nor will they be forwarded to another college or agency.
3. Financial Support: An official statement from the applicant's (or sponsor's) bank or other financial institution or government agency verifying the availability of sufficient funds for tuition, matriculation, books, living expenses, etc., must be submitted. (Approximately: \$22,000 for the academic year.) With the exception of athletic scholarships, financial assistance for international students is not available from Northwest Florida State College. An international student must be able to finance all school expenses and transportation. Before obtaining a visa, the U.S. government will require a copy of the financial certification given to Northwest Florida State College. Employment is not permitted unless permission to work is given by INS. Remember, fees are subject to change without notice.
4. Language Proficiency: Test of English as a Foreign Language (TOEFL) results are required of applicants for whom English is not the primary language. The minimum required score is 173 for the computer-based TOEFL and 61 on the Internet-based TOEFL. Students, who have evidence of English proficiency in lieu of a passing TOEFL score, may petition the Admissions Office for consideration. **NWF State College does NOT give the TOEFL test.**
5. Health Information: Health insurance with hospitalization coverage and a repatriation clause is required. This insurance should be obtained prior to the international student's first registration and must be maintained while attending NWFSC.

An official notice of acceptance or denial will be sent to applicants. Applicants should not make definite plans to arrive in the U.S. until he/she has been notified of acceptance to the college. Being in the U.S. will not affect the admission decision. Completing the application process does not guarantee acceptance to Northwest Florida State College. When all admissions documents, academic credentials, and test results are on file and meet minimum standards for the college, an acceptance letter will be sent along with the U.S. Immigration Form I-20. The Form I-20 is the document required to obtain the Student (F-1 or M-1) Visa. Final approval for visa is determined by the American Embassy or consulate representative and not the college. If the student cannot enroll for the semester written in the notice of acceptance and wishes to enroll in a different semester, International Student Admissions must be informed immediately.

NWF State College does NOT provide on campus housing; therefore, international students must arrange housing in the community. There is limited public transportation service in the area; students must provide their own transportation to and from the college. The U. S. Citizenship and Immigration Service (USCIS) regulations require that foreign students enroll in a full-time course of study during two of the yearly terms. USCIS regulations also restrict work opportunities for such students. International students should consult with the International Student Advisor and present his/her student visa and evidence of health insurance before registration.

Collegiate High School

NWF State College operates an innovative charter high school on the Niceville Campus. This school is a public school of the Okaloosa County School District governed by the NWF State College Board of Trustees. Through this unique high school/college program, students may earn both a high school diploma and a two-year college degree at the same time through full-time study at NWF State College. The Collegiate High School is free of charge and operates under guidelines established by Florida statute. Admission is open to any public, private or home school student who is of high school age and who has earned credit for placement in grades 10, 11, or 12.



Collegiate High School students enroll in honors high school classes and college courses and may earn both high school and college credit for these classes. Students follow an approved program of study designed by the student, his/her parents, and an educational advisor. The program of study meets the Florida statutory requirements for both a high school diploma and an associate degree. A limited pre-collegiate track assists students who are not completely prepared to directly enter a full program of college-level classes. For more information, call the Collegiate School Office at (850) 729-4949 or visit www.nwfcollegiatehigh.org.

Simultaneous Enrollment for High School Students

Simultaneous enrollment programs provide a means for educational acceleration for academically superior high school students. These include the following admission categories:

Dual Enrollment provides the opportunity for qualified high school students from Okaloosa and Walton counties to enroll in NWF State College courses while simultaneously enrolled in high school. Students receive both high school and college credit for these courses. Dual Enrollment students are exempt from tuition, matriculation, and laboratory fees. Public school students have books provided by the student's high school through the College's Barnes and Noble bookstore. Books must be returned by the end of the semester. Private and home school students must purchase their own college textbooks. Eligibility criteria and enrollment procedures comply with Florida law and regulations and are defined in the appropriate District Articulation Agreement. Prospective students and their parents should consult the Dual Enrollment Office at (850) 729-5205 or visit the [website](#) for the most current admission information and procedures, and a list of approved college courses.

Concurrent Enrollment provides the opportunity for qualified high school students from Okaloosa and Walton counties to enroll in NWF State College courses while simultaneously enrolled in high school. Unlike Dual Enrollment, college credits earned through concurrent enrollment do not apply to the student's high school requirements. Students concurrently enrolled pay standard college tuition, matriculation, laboratory and textbook fees.

Please note the terms and eligibility criteria of these high school enrollment programs are defined by state regulation, college policies and procedures and current articulation agreements. It may vary between Okaloosa and Walton counties, private and home school students. As such, they are subject to change.

Students must meet the admission requirements in order to enroll in either the Dual or Concurrent Enrollment programs. Student success in these programs is dependent upon both academic readiness and social maturity. Prospective students should consult the Dual Enrollment/Early College Office at (850) 729-5205 for admission information and procedures or visit the [website](#).

Florida Residency for Tuition Purposes

Students are classified as Florida residents, Border State residents or as non-Florida residents for the purpose of fee assessment at the time of initial registration. Criteria for determining residency status are detailed in Florida Statutes and the administrative rules of the State Board of Education. A Florida resident for tuition purposes is a person who has (or a dependent person whose parent or legal guardian has) established and maintained legal residence in Florida for the 12 months immediately preceding the first day of classes of the term for which enrollment is requested. Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education.

To qualify as a Florida resident for tuition purposes you must be a U.S. citizen, lawful permanent resident, or certain individuals granted indefinite stay by the U.S. Citizenship and Immigration Service. Living in Florida for the express purposes of attending school does NOT constitute legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents unless one parent has established legal residence in Florida for more than 12 months.

Two (2) documents supporting the establishment of legal residence must be dated or issued 12 months before the first day of classes of the term for which Florida residency is sought. Supporting documents for residency classification must be submitted to the NWF Admissions Office prior to the first day of the semester in order to be considered as in-state for tuition purposes. Students cannot hold out-of-state driver's licenses, vehicle registrations, etc. and be eligible for Florida residency.

Students may review the residency guidelines at on the [NWF State College website](http://www.floridashines.org), at <http://www.floridashines.org>, or any NWF State College location. Providing false residency information is a violation of Florida law and could result in disciplinary action being initiated. The college will correct the fees assessed those students who misrepresent their place of legal residence. An invoice will be issued for the increase in tuition.

Dependent

Students who are claimed on their parent's tax return as a dependent for the previous calendar year shall be considered to be dependent. In addition, a student, whether or not living with his/her parent, who is eligible to be claimed by his/her parent as a dependent under the federal income tax code shall be classified as dependent. In general, the IRS requires that a "qualifying child" or "dependent" meet six (6) tests:

1. The child must be your son, daughter, or stepchild.
2. The child must be: (a) under age 19 at end of the year; (b) under age 24 at end of the year AND a full-time student; or (c) any age if permanently disabled.
3. The child must have lived with you for more than half of the year subject to IRS exceptions.
4. The child must have NOT provided more than half of his/her own support for the year.
5. The child is NOT filing a joint return for the year (unless that joint return is filed only as a claim for refund).
6. If the child meets the rules to be a qualifying child of more than one person, you must be the person entitled to claim the child as a qualifying child.

Independent

A student who meets any one of the following criteria shall be classified as an independent student for the determination of residency for tuition purposes. Evidence that the student meets one of these criteria will be requested by the higher education institution.

1. The student is 24 years of age or older by the first day of classes of the term for which residency status is sought at a Florida institution.
2. The student is married.
3. The student has children who receive more than half of their support from the student.
4. The student has other dependents that live with and receive more than half of their support from the student.
5. The student is a veteran of the U.S. Armed Forces or is currently serving on active duty in the U.S. Armed Forces for purposes other than training.
6. Both of the student's parents are deceased or the student is or was (until age 18) a ward/dependent of the court or in foster care.
7. The student is determined an unaccompanied homeless by a school district homeless liaison, emergency shelter or transitional housing program.
8. Documentation is provided showing the student provides more than 50% of his/her support for the year.

Exceptions/Qualifications

Other persons not meeting the 12 month legal residence requirement may be classified as Florida residents for tuition purposes if they fall within one of the limited special categories authorized by the Florida Legislature [Florida Statute S.1009.21(11)]. These exceptions are listed below.

Documentation in support of these exceptions is required:

1. Active duty service members of the U.S. and active drilling members of the Florida National Guard stationed in Florida (spouse and dependent children included).
2. Active duty service members of the U.S. not stationed in Florida but whose legal state of residence is Florida (spouse and dependent children included).
3. Full-time instructional and administrative personnel employed by the State public schools system, college system, or university system (spouse and dependent children included).
4. A dependent child who has lived with an adult relative (who is not a parent or legal guardian) for at least three years.
5. Persons who were enrolled as Florida residents at a state institution of higher learning but who abandon Florida residency for less than one year.
6. Latin American/Caribbean Scholars.
7. U.S. citizens living on the Isthmus of Panama who have completed 12 consecutive months of college-level coursework at the FSU Panama Canal Branch (spouse and dependent children included).
8. Full-time employees of state-agencies or political subdivisions of the State when the student fees are paid by the agency or subdivision for the purpose of job-related law enforcement or corrections training.
9. Qualified beneficiaries under the Florida Pre-Paid Postsecondary Expense Program as provided in Florida statute.
10. A dependent child whose parents are divorced, separated, or otherwise living apart, will be considered a resident for tuition purposes if either parent is a legal resident of Florida, regardless of which parent claims the minor for tax purposes.

The law allows non-U.S. citizens such as lawful permanent residents, temporary permanent residents, asylees, parolees, and refugees who have applied for and been approved for such status and who otherwise meet the 12 month legal residence requirements, to be eligible to establish Florida residency for tuition purposes. For a list of non-immigrant categories (visa categories and INS classifications) eligible to establish Florida residency for tuition purposes contact the Registrar/Admissions Office or consult the Residency Guidelines under Apply on <http://www.floridashines.org>.

Reclassification

Students classified as out-of-state residents for tuition purposes, may re-apply for in-state residency at such time as they have completed the requirements for establishing legal Florida residency. Students can reclassify by submitting an updated Residency Classification form and supporting documentation to the Admissions Office. A minimum of three (3) documents that support clear and convincing evidence of Florida legal resident for the previous twelve (12) consecutive months will be required. Supporting documents for reclassification must be submitted to the NWF Admissions Office prior to the first day of the semester in order to be considered.

Students who become eligible for in-state tuition in the middle of a term shall have their record adjusted to reflect the in-state tuition rate effective the next term of enrollment. **Tuition will not be adjusted for the current term.**

Appeals

In cases where the applicant expresses a desire to appeal the residency classification the appeal will be referred to the Residency Appeal Committee in accordance with the college's official appeals process. The Residency Committee will render to the applicant the final residency determination and the reasons for the determination in writing.

Recent Florida High School Graduates Waiver

House Bill 851 amended section (s.) 1009.26, Florida Statutes (F.S.), fee waivers, to authorize an out-of-state fee waiver for students who have attended a Florida high school for 3 consecutive years immediately prior to graduating from a Florida high school. These students must have applied to Northwest Florida State College within 24 months after their high school graduation. In order to be eligible, students will need to submit an official high school transcript showing the Florida high school attendance. This waiver can be applied to recent Florida high school graduates regardless of their immigration status to include DACA and undocumented students. Students who do not qualify for in-state residency are encouraged to contact the Admissions Office to explore their options and apply for the waiver; 850-729-4901 or admissions@nwfsc.edu.

Out of State Tuition Waiver for Veterans and their Dependents

House Bill 7015 created the Congressman C.W. Bill Young Veteran Tuition Waiver Program, authorizing an out-of-state fee waiver for honorably discharged veterans and their dependents of the United States (U.S.) Armed Forces, U.S. Reserve Forces or the National Guard who physically reside in Florida. A new waiver application is required each academic year. Veterans students and their dependents are encouraged to seek in-state residency for tuition purposes through the Admissions Office.

Northwest Florida State College shall waive the out-of-state tuition for veteran students and their dependents who meet the following conditions:

- The Veteran student and/or dependent's sponsor received an honorable discharge as a member of the U.S. Armed Forces, U.S. Reserve Forces or the National Guard.
- Physically reside in the state while enrolled at the institution (this will be verified each semester).
- Proof of honorable discharge confirmed on veteran's DD214 (member copy 4).
- Proof of physical residence in the state may include but is not limited to submission of an annual lease and/or a FL Driver's License reflecting the veteran's name.

In order to be eligible for the waiver, students will need to fill out the [Non-Resident Tuition Waiver for Veterans](#). The waiver is also available any of our six locations.

Out of State Tuition Waiver for Active Duty Service Members

House Bill 799 amended section (s.) 1009.26, Florida Statutes (F.S.), fee waivers, to authorize an out-of-state fee waiver for a person who is an active duty member of the Armed Forces of the United States residing or stationed outside of the state. Tuition and fees charged to such students will be at the in-state rate. In order to be eligible, students will be required to present a copy of their active duty orders. House Bill 799 was signed into law July 2016.

Alabama Residency

The Florida Legislature allows the option of providing Alabama residents a different tuition assessment for postsecondary classes. At NWF State College the Alabama Border State Fee, at a rate of an additional \$1.00 per credit hour to the current in-state tuition rate, will be assessed for all eligible Alabama residents.

To be eligible for the Alabama Border State Fee the student must complete the Alabama Residency form and provide verification of an Alabama driver's license, Alabama vehicle registration, or Alabama voter's registration card.
