

# WIREFRASS GEORGIA TECH STUDENTS

**Congratulations on becoming a WGTC student! Whether you are a returning student or a new student, there is a lot to remember. This handout is to help you navigate your way through all the information. You can find out more by visiting our website at [wiregrass.edu](http://wiregrass.edu) or by becoming a FAN of WGTC on Facebook to keep up with the most current news and events.**

## HOW DO I GET MY NEW STUDENT ID

If you have not received a student ID, please see the Student Affairs offices on any campus to be issued one. You will need your student ID to purchase books as well as your parking permit. Students must keep their student ID with them at all times while on campus.

## BANNERWEB LOGIN

The link to BannerWeb for WGTC is <http://banweb.wiregrass.edu>. You must have your new student ID number to access your account. Banner Web is the student resource website for personal registration and financial aid status as well as transcripts and enrollment verification requests.

## WHAT IS MY WGTC EMAIL ADDRESS

1. Log into your BannerWeb account (<https://banweb.wiregrass.edu>).
2. Click on Enter Secure Area.
3. Enter your 9000# or your social security number as your login. Enter your six digit birthday (MMDDYY) for your pin (password) unless you have already changed it.
4. Click on Personal Information.
5. Click on View Email Addresses. Your student email address should be listed as your preferred email (It will look similar to [firstname.lastname@student.wiregrass.edu](mailto:firstname.lastname@student.wiregrass.edu)).

## HOW DO I CHECK MY EMAIL ACCOUNT

1. Go to <http://webmail.student.wiregrass.edu>.
2. Sign in using your new WGTC email address.
3. Your initial email password will be your student ID number.
4. Make sure you uncheck "Remember me on this computer" and "Remember my password" when using computers on campus.
5. Once you complete all the fields on the "Provide Account Information" page and accept the agreements, you will be prompted to sign into your account again using the new password you created.

*For questions concerning your student email account, please email the IT Department at [helpdesk@wiregrass.edu](mailto:helpdesk@wiregrass.edu).*

## DISTANCE EDUCATION (ONLINE)

The ANGEL homepage is <http://wiregrass.angellearning.com>.

Your ANGEL username and password will be 48\_900XXXXXX (where the X's represent your new WGTC student ID number).

**\* Your password will be reset to your username at the beginning of each semester.**

*For questions concerning your distance learning (online) courses, please contact the Distance Education Department by email ([online@wiregrass.edu](mailto:online@wiregrass.edu)) or phone at 229.245.6554 / 229.468.2022.*

## WGTC STUDENT PARKING PERMITS

WGTC parking permits are required for all current students. Effective Fall Semester 2011, there is no longer a separate parking decal fee. All students will be responsible for paying a Facilities Fee for each semester that they are registered for classes. The new fee is \$10 per semester and will be calculated along with all other tuition and fees. A student can pay for this fee with PELL monies if available.

\*To obtain a parking decal, current students need to present a printed student schedule and a completed parking permit application to the Security Office on the Valdosta Campus or to the main reception areas on the Ben Hill-Irwin, Coffee and Cook Campuses.

\*The parking decal application can be found online at [www.wiregrass.edu/student/campus-security.php](http://www.wiregrass.edu/student/campus-security.php).

## IMPORTANT THINGS TO KNOW:

**BOOKSTORE HOURS:** Bookstore hours for the beginning of each semester are posted to the WGTC website and Facebook page and emailed to all current students. Students may charge books and supplies to financial aid for Spring Semester in the bookstores from January 4 to January 18.

**WGTC PUBLICATIONS:** The new WGTC semester catalog is available online at [www.wiregrass.edu/academics/course-catalog.php](http://www.wiregrass.edu/academics/course-catalog.php). The WGTC semester student handbook is posted online at [www.wiregrass.edu/student-handbook.php](http://www.wiregrass.edu/student-handbook.php).

**REFUND CHECKS:** The first disbursement of refund checks for Spring Semester for students whose financial aid was approved by the priority date of December 6, will be issued on February 6. Students whose financial aid was approved after December 6, will receive disbursement checks on either February 21, March 5, March 19, April 2, and April 16. Disbursements are done in the order that financial aid was approved. To avoid a lost check in the mail, and to have your funds available immediately, fill out a direct deposit form in the bookstore.

**New Tuition and Fees Payment Plan Option:** WGTC is now offering students a payment plan option for tuition and fees through Nelnet Business Solutions for a small enrollment fee of \$30 or \$35. To find out more about this option, please visit the website at [www.wiregrass.edu](http://www.wiregrass.edu) and choose Apply/Pay Online.

