

Frequently Asked Questions: WGU & State Form 57438

- 1. How should I complete the course start and end dates?**
 - a. WGU operates in 6-month terms. You will use the start and end date of your term as the course start and end dates within the form. You will need to submit a new form each term 30 days in advance of the term start date.
- 2. How should I provide the proof of grades because WGU does not provide grades?**
 - a. You are able to provide proof of course completion for WGU courses under the Education Reimbursement & Tuition Assistance policy.
- 3. I plan on taking more than 4 courses. How do I relay this in the form?**
 - a. The form only has 4 slots for courses; however, if you are taking more than 4 courses, you are able to submit a document that contains all the same information required for all your courses you are planning to start and complete. An acceptable document would be an Excel or Word document that conveys all required course information requested on the form, for all courses you are planning to take.
- 4. What do I do if I started a course but do not complete it?**
 - a. This will not count against you. You will just note that there was a course(s) that was not completed. If you decide to complete this course later on, you can list on a different application.