

## PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT

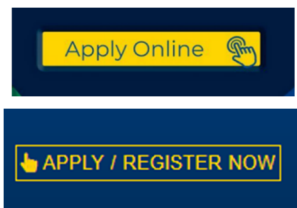
### PURPOSE

Social media, email, and the internet were nonexistent when colleges first designed their student systems. ***But just as our students strive to develop, so do we.*** We have been diligently improving our student experience via the cloud-based software solution, **Workday Student**, that invented an intuitive student experience, allowing students to *stay engaged anywhere at any time.*

While we are in this transition from our previous student systems, Spyglass and Legacy, prospective students will have the opportunity to begin registering for events and applying for **Fall 2022** Admissions using Workday.

#### ACCESS WORKDAY FROM PSC WEBSITE

1. Click **Apply Online** from our homepage, any **Apply** link found on [www.pensacolastate.edu](http://www.pensacolastate.edu), or choose from below:



2. Click the **Fall 2022 – August 2022 Term** and click **Apply Here**

For which semester would you like to apply?

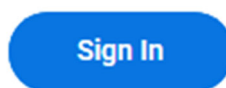
☐ Spring 2022 - January 2022  
☐ Summer 2022 - May 2022  
☒ Fall 2022 - August 2022


 For Fall 2022, please apply through Student Workday.




#### REGISTER FOR EVENTS AND APPLY FOR ADMISSIONS

1. Click **Sign In** at the top right-hand corner of the page



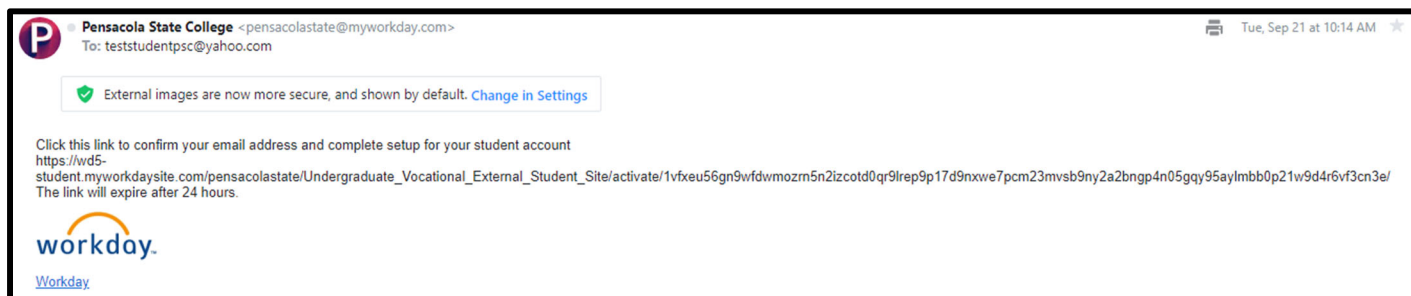
- a. Click **Create Account**
- b. Enter a valid email address and password
- c. Validate the account by clicking the verification link emailed, **“Verify your Pensacola State Admissions Application Site account,”** which is good for 24-hours. To resend this email, click **Forgot Password.**

## 1 – PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT

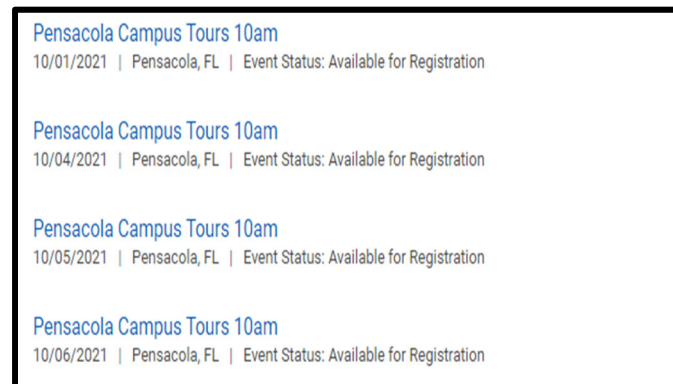
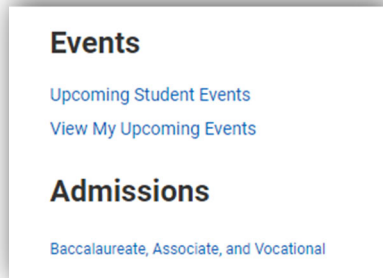
Revised 10/01/21

Pensacola State College does not discriminate against any person on the basis of race, ethnicity, national origin, color, gender/sex, age, religion, marital status, pregnancy, disability, sexual orientation, gender identity, or genetic information in its educational programs, activities, or employment. For inquiries regarding Title IX and the College's nondiscrimination policies, contact the Executive Director, Institutional Equity and Student Conduct at 850-484-1759, Pensacola State College, 1000 College Blvd., Pensacola, Florida 32504.

## PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT



- To view and register for **Events** click [Upcoming Student Events](#) or **View My Upcoming Events**
- To Apply for **Admissions for the Fall 2022 term**, click [Baccalaureate, Associate and Vocational](#)



- Under [Upcoming Student Events](#), prospective students can select the desired event and click **Register for Event**

## 2 – PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT

Revised 10/01/21

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## PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT

Pensacola Campus Tours 10am

**Description - Available for Registration**  
Take a tour of our PSC Pensacola campus.

**Guests**  
Guests Allowed: 2

[Register for Event](#)


**Date and Time**  
Start: Friday, Oct 1, 2021 10:00 AM  
End: Friday, Oct 1, 2021 11:00 AM  
Time Zone: GMT-06:00 Central Time (Chicago)

**Location**  
Pensacola Campus  
1000 College Boulevard  
Pensacola Florida, 32504

**Application Requirements**

**Incomplete**

- 1 ACT, SAT or PERT Test scores  
Requested | Submit current official test scores (ACT, SAT, or PERT) needed for admission.
- 1 Official Transcript for University of Phoenix-Florida  
Requested | Submit official high school and college transcripts from every institution previously attended.
- 1 Official Transcript for J M Tate High School  
Requested | Submit official high school and college transcripts from every institution previously attended.
- 1 Official Transcript for Southern New Hampshire University  
Requested | Submit official high school and college transcripts from every institution previously attended.
- 1 High School Completion or Equivalent  
Requested | Provide one of the following as evidence of high school completion or equivalent: An official transcript showing high school graduation sent directly from the high school. An official GED score sent from...

To return to , select your **email** or the **cloud icon** at the top right-hand corner and click **View Profile**

5. Ready to apply for the **Fall 2022** term? First, make sure you have your **Social Security number** available and logged into a created account. Click **Baccalaureate, Associate, and Vocational** under **Admissions**, then select **Start New Application**
  - a. To check the status of a submitted application, click the application link under **Your Applications**. By doing so, prospective students can view any remaining action items to complete.

**Your Applications**

A.S. Degree - Graphics Technology - Undergraduate - Pensacola State College - Fall 2022 (08/11/2022-12/16/2022)  
Applied on: Thursday, September 16, 2021 | 5 Actions Required

[Start New Application](#)

teststudentpsc@yahoo.com

[View Profile](#)

[Account Settings](#)

[Sign Out](#)

[Help](#)

**Have additional questions or need further assistance?**

Email: [askus@pensacolastate.edu](mailto:askus@pensacolastate.edu)

Telephone: 850-484-2544

### 3 – PROSPECTIVE STUDENTS APPLYING IN WORKDAY STUDENT

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