

INTRODUCTION

Thank you for your interest in the Watch Technology Institute (WTI) at North Seattle College (NSC).

WTI offers a full-time, 2-year program specializing in modern watchmaking and watch repair. The program works closely with the Swiss American Watchmakers Training Alliance ([SAWTA](#)), an organization established by Rolex Watch USA to further watchmaking education in the United States. WTI follows the SAWTA curriculum, focusing on micromechanics, watch movement service, case/bracelet service, and retail application. Students can expect a curriculum designed to meet the after-sales service needs of high-end watch retailers and brands.

New cohorts start every Fall quarter with program coursework spanning 8 quarters total. Students spend approximately 40 hours/week in the classroom or the equivalent of 3,000 total program hours.

Upon completion, students graduate from NSC with either a Certificate in Watch Technology ([164 credits](#)) or an Associate of Applied Science degree in Watch Technology ([184 credits](#)). The Certificate is recommended for students primarily interested in career-specific training. The AAS includes the same Watch Technology coursework, but requires the completion of an additional 20 general education credits. The AAS option is ideal for students who have not yet received a college degree and/or are thinking of pursuing a Bachelor's degree program in the future.

SAWTA also provides students with an important opportunity to earn 3rd-party industry certification. To receive the SAWTA certificate, students must pass a series of timed practical and theoretical exams assessing mastery of skills.

The WTI application process is designed to find students with a natural aptitude for the type of work done in class and in the profession. Students with no prior experience in watch repair can still do well and be successful with their application. It is beneficial to apply early as the cohort has limited space available and especially if you will be seeking financial aid.

While learning watchmaking is challenging, completion of the program can lead to a rewarding, life-long career. This profession is well-suited to people who enjoy problem-solving, have good manual dexterity, and appreciate fine workmanship. We look forward to receiving your application and seeing if our watchmaking program would be a good fit for you.

Sincerely,

Jimmy Lin, Program Coordinator & Instructor
Dave McConnon, Instructor
Zan Simunovic, Instructor

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APPLICATION & REGISTRATION PROCESS

Admissions into the program is competitive; we receive more applications than we have spots available in the cohort. Applications are accepted throughout the year until the cohort is filled. To check if cohort spots are still available for your desired year, please e-mail: wti@seattlecolleges.edu.

Applicants must have a high school diploma or GED equivalent in order to apply.

For Domestic Students:

1. Register with North Seattle College to receive a ctcLink ID number (<https://northseattle.edu/enroll-now>)
2. Apply for financial aid and other financial support programs (if applicable) (<https://northseattle.edu/financial-aid>)
3. Submit a completed Watch Technology Institute application form and personal statement (<https://northseattle.edu/sites/default/files/inline-files/WTI-Application.pdf>)
4. Allow 3-5 days for WTI to review the application and follow-up
5. Submit \$37 USD payment for BCMT-II online mechanical comprehension exam
6. Take the BCMT-II online mechanical comprehension exam and receive results
7. Schedule and complete in-person bench test covering practical and written assessments
8. Allow 14-21 days for WTI to review results and provide decision on application

For International Students:

1. Contact the International Programs office at North Seattle College to receive a ctcLink ID number and start paperwork (website: <https://intl.seattlecolleges.edu/apply-now> OR e-mail: IntlNorth@seattlecolleges.edu)
9. Submit a completed Watch Technology Institute application form and personal statement (<https://northseattle.edu/sites/default/files/inline-files/WTI-Application.pdf>)
2. Allow 3-5 days for WTI to review the application and follow-up
3. Submit \$37 USD payment for BCMT-II online mechanical comprehension exam
4. Take the BCMT-II online mechanical comprehension exam and receive results
5. Schedule and complete bench test covering practical and written assessments
6. Allow 14-21 days for WTI to review results and provide decision on application

Applications may be approved, declined, or waitlisted. If approved, further instructions will be given on how to register for the upcoming Fall quarter. Approved students may defer their entry by a year and join the next year's cohort. If declined, the student may re-apply for the next year's cohort. If waitlisted, students will be notified if a spot becomes available on the cohort roster. Waitlisted students may also be offered a spot in next year's cohort.

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Evaluation Matrix

The following helps explain how candidates are evaluated during the application process. Scoring for the mechanical comprehension, practical, and written assessments will be provided along with feedback.

Element	Overall Assessment	If fail, when can re-apply?
Fully completed application, no blank answers, coherent, legible, and accurate. Personal statement minimum 500 words, answering all questions.	Pass/Fail	Immediately during the same application period
Mechanical comprehension assessment	Pass/Fail	Next year
Practical and written assessment (6 individually graded exams): <ul style="list-style-type: none"> • Math (algebra/basic geometry) • Analytical thinking/problem-solving • Writing • Filing/sawing metal • Hairspring/fine-wire manipulation • Watch movement assembly/disassembly 	Pass/Fail	Next year
Communication skills and professionalism during: <ul style="list-style-type: none"> • Written assessments • Practical assessments • Interview with instructors 	Pass/Fail	Next year

Returning the Application Form

Once finished, send a copy of the completed application form to WTI for review. The form can be sent digitally or as a physical copy. We accept the following:

By E-mail:	wti@seattlecolleges.edu
By Fax:	206-934-3659
By Mail:	Attn: Jimmy Lin North Seattle College – WTI 9600 College Way N Seattle, WA 98103

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APPLICATION FOR ENROLLMENT

Contact Information	
ctcLink ID #	
First Name	
Middle Initial	
Last Name	
Street Address	
City	
State (Province)	
Zip Code (Postal Code)	
Country (if International)	
Day Phone	
Cell Phone	
Evening Phone	
E-mail Address	

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General Information	
Date of Birth (mm/dd/yyyy)	
Gender/Pronouns	
Previous Names	
Are you an international student?	
Please circle:	Yes / No / Visa Type:
Have you been granted Deferred Action for Childhood Arrivals (DACA)?	
Please circle:	Yes / No
Are you a US resident eligible to attend school in the US?	
Please circle:	Yes / No
If not a US citizen, what is your country of citizenship and/or your visa status?	
Country of Citizenship:	
Please circle:	Immigrant / Permanent Resident / Visitor / Temporary Resident / International Student Visa / Refugee
Employers in the watch and jewelry industry routinely require security exams, background checks, and credit reports to make hiring decisions. Is there anything in your background limiting your employability in this trade?	
Please circle:	Yes / No

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Educational Background	
What year do you plan to start?	Fall Quarter 20__
Are you the first generation in your family to attend college?	
Please circle:	Yes / No
Do you have a high school diploma or GED equivalent?	
Please circle:	Yes / No
Year received:	
Please provide details (or resume) showing any previous college, vocational, or technical school education. Start with the most recent experience:	
Name of Institution & Location (City, State):	Years Attended (from/to):
Field of Study and/or Award Received:	Did you graduate? (Yes / No)
Name of Institution & Location (City, State):	Years Attended (from/to):
Field of Study and/or Award Received:	Did you graduate? (Yes / No)

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Name of Institution & Location (City, State):	Years Attended (from/to):
Field of Study and/or Award Received:	Did you graduate? (Yes / No)
Work History	
List your employment history (or attach resume), including volunteer, part-time and/or internship experience.	
Name of Employer & Location (City, State):	Years Employed (from/to):
Type of Work:	Hours Per Week:
Name of Employer & Location (City, State):	Years Employed (from/to):
Type of Work:	Hours Per Week:

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Name of Employer & Location (City, State):	Years Employed (from/to):
Type of Work:	Hours Per Week:
Miscellaneous	
How did you find out about the Watch Technology Institute (WTI) at North Seattle College?	
Please circle: (Multiple is okay)	Family/Friend NSC Website Seattle Colleges Website Social Media Search Engine (Google, etc.) Other: _____
Have you researched or applied to any other watchmaking schools?	
Please circle:	Yes / No If yes, please list schools:
By signing this document, I certify that the above statements on this form are true.	
Signature: _____	Date: _____

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