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**WELCOME CLASS OF 2025!**



**SOUTH TEXAS  
COLLEGE**

**Dual Enrollment Academy Programs**

# APPLICATION REQUIREMENTS

**STC Admissions Application:** Complete through [www.goapplytexas.org](http://www.goapplytexas.org)

**Dual Enrollment Academy Programs Application:**  
<https://www.southtexascollege.edu/go/academies>

**Essay:** Describe your proposed field of study. How will your selected Academy Program help you accomplish your short- and long-term goals? How will you overcome obstacles you may face throughout the 2-year program to ensure your success? (1-page minimum length)

**Recommendations:** 9th or 10th Grade English, Math, and Science Teachers

**Recent High School Transcript:** Counselors Submits Directly to STC

**Passing TSI Scores:** Counselors Submits Directly to STC

## Minimum TSIA 2.0 Assessment Scores

Test	Minimum Score
ELAR (Reading & Writing)	945 and Essay 5 <b>or</b> less than 945 <b>and</b> Diagnostic Level of a 5 <b>or</b> 6 <b>and</b> at least a 5 Essay
Math	950 <b>or</b> Below 950 <b>and</b> Diagnostic Level 6

# ADMISSION APPLICATION

Complete an Admission's Application to South Texas College.

This Application is Separate from the Academy Program's Application

South Texas College will email you an acceptance letter a few days after completion:

- Includes Username & STC Student ID
- Not a letter of Acceptance to Academy Programs
- Save this Information**



**★ApplyTexas**  
Many Schools **One Application**

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Explore. Apply. Repeat.

FIRST TIME HERE?  
It's fast. It's easy. It's free.

HAVE AN ACCOUNT?  
Log in now.

[Get Started](#) [Login](#)

# Step 1: Submit Online Interest Form

- Students interested in applying will first submit an Interest Form
- The system will automatically send them an email from my inbox
- Link: <https://tinyurl.com/STCAcademyPrograms>
- QR Code:

A screenshot of a web form titled "Academies & High School Projects" displayed on a tablet. The form is divided into three sections: "Enrollment Information", "Student Information", and "High School Information".  
**Enrollment Information:** Includes a dropdown for "Academy Area of Interest", a dropdown for "\* Entry Term", and a text field for "\* Future Career Interest".  
**Student Information:** Includes text fields for "\* First Name", "\* Last Name", "\* Email Address", "\* Phone", and "\* Date of Birth" (with a calendar icon and "[mm/dd/yyyy]" placeholder).  
**High School Information:** Includes a search field for "\* High School Name" (with "Type to search" placeholder) and a text field for "\* High School Student ID".  
Additional elements include a "Remove Entry" button in the top right of the High School Information section, a "Submit" button at the bottom center, and a "Add Another Response" link at the bottom right. A legend in the top right corner indicates "\* = Required Field".

# Step 2: Access Link to Self-Service Center (SSC)

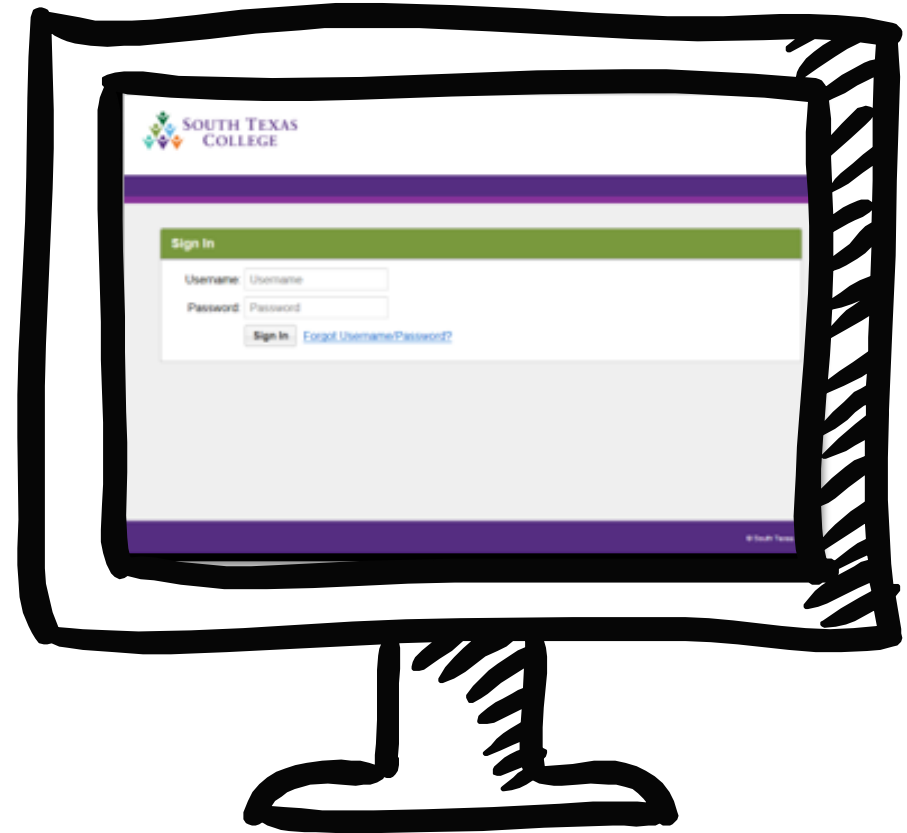


Must log-in to their email to click on the link to the Self-Service Center

Students will need to create an account; requires the creation of a username and password

# Step 3: Create Account

- Create an account – Username & Password
- After creating account, go to e-mail to check for Verification E-mail



# Step 4: Verify Email

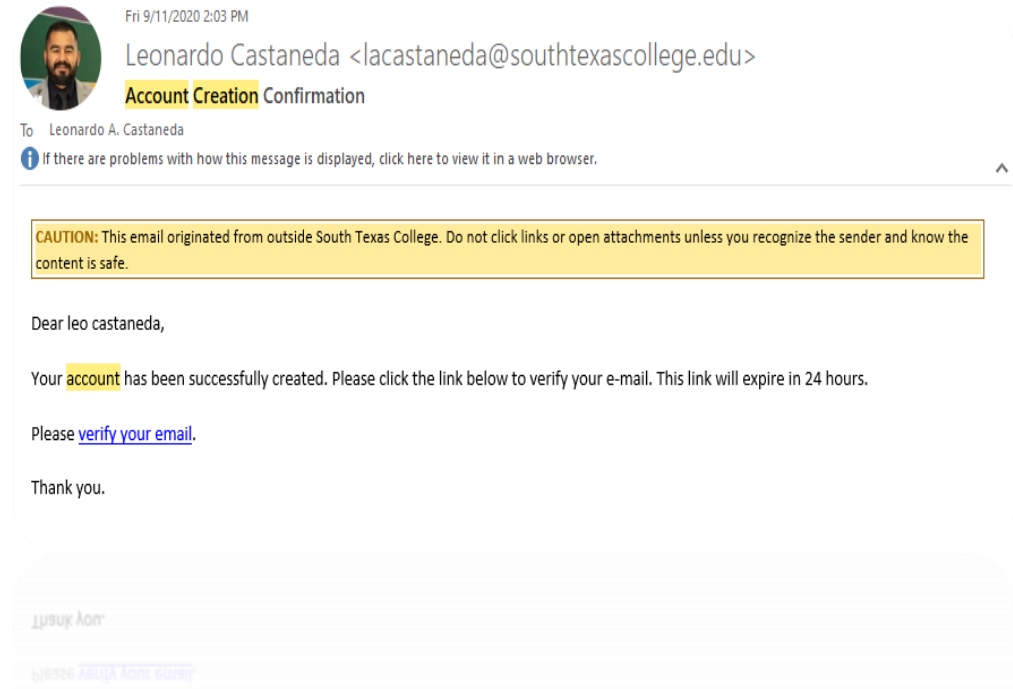


Verification E-mail: Student must log in to their e-mail for this step.

Only have 24 hours to verify email or link will expire!

If forget username and password they have to click on Forgot Username/Password? link and it will send them an email to original email they used to reset.

**Recommendation: Use an email you regularly check**



# Step 5: Login to Begin Application

- Login with username and password created
- You now may begin working on the application





# SECTION I: INSTRUCTIONS

- ❑ Page after log in with application criteria/instructions, tabs on left had side are required to be complete:
- ❑ Recommended that students complete admissions application Apply Texas FIRST.

Save Logout Cancel Next

Instructions  
Applicant Information  
Educational Background  
Recommendations  
Requirements

\* = Required Field

**APPLICATION CRITERIA:**

The Academies are open to high school rising juniors through an application process. The criteria includes:

- o Complete a [South Texas College Admissions Application \(directions\)](#)
- o Complete a Dual Enrollment Academy Program Application (following requirements)
- o Student Typed Essay - 12 Font, Times New Roman, Double-Spaced, 1-Page Minimum Requirement: Describe your proposed field of study. How will your selected Academy Program help you accomplish your short and long-term goals? How will you overcome obstacles you may face throughout the 2-year program to ensure your success?
- o 3 Letters of Recommendation - 9th or 10th grade teacher of each of the following areas: English, Math, and Science
- o Submit High School Transcript (Submitted by High School Counselor)
- o Submit TSI Assessment Test Scores to STC Assessment Center (Submitted by High School Counselor)

Minimum TSI Assessment Scores	
ELAR (Reading & Writing)	945 & Essay 5 OR Less Than 945 & Diagnostic Level of a 5 or 6 & at Least an Essay 5
Math	950 or Below 950 & Diagnostic Level 6

Save Logout Cancel Next

# SECTION 2: APPLICANT INFORMATION

- Select Academy applying to first!
- Fill in all required fields, recommended to fill in as many boxes as possible
- Can Add Another Response to add additional parent information.
- Don't forget to click SAVE often!

The screenshot shows the South Texas College application form for the Dual Enrollment Academy Program. The form is titled "Dual Enrollment Academy Program" and includes a "Please select the academy you are applying for:" dropdown menu. The form is divided into several sections: "Student Information", "Mailing Address", and "Parent Information".

**Student Information:**

- \* Last Name (Required)
- \* First Name (Required)
- Middle Name
- Student STC ID
- Your STC Student ID will start with "A"
- \* Date of Birth (Required, format: mm/dd/yyyy)
- Gender (Required)
- Ethnicity (Required)

**Mailing Address:**

- Street or Box
- City
- State (Required)
- Zip Code
- Home Phone
- \* Cell Phone (Required)
- \* Email (Required)

**Parent Information:**

- \* Last Name (Required)
- \* First Name (Required)
- Middle Name
- Home Phone
- Cell Phone
- Email

The form includes a "Remove Entry" button for the Parent Information section and an "Add Another Response" button at the bottom right, which is highlighted with a blue circle and a green arrow. The form also features "Previous", "Save", "Logout", "Cancel", and "Next" buttons.

## SECTION 3: EDUCATIONAL BACKGROUND

- Input high school attending
- As they type their high school's name, they will get a drop down menu to select from

The screenshot shows a web form titled "High School Information" with a "Remove Entry" link. The form includes a search input field labeled "\* High School Name" with the placeholder text "Type to search". A green arrow points to this field, which is circled in blue. Below the search field is a dropdown menu labeled "Other High School Name, City, and State". The form also features a sidebar with navigation links: "Instructions", "Applicant Information", "Educational Background", "Recommendations", "Requirements", "Charges and Additional Items". At the top and bottom of the form are buttons for "Previous", "Save", "Logout", "Cancel", and "Next". A legend indicates "\* = Required Field".

# SECTION 4: RECOMMENDATIONS

**SOUTH TEXAS COLLEGE**

Previous Save Logout Cancel Next

Instructions  
Applicant Information  
Educational Background  
Recommendations  
Requirements

Three letters of recommendation from 9th or 10th grade teachers of the following core areas: English, Math and Science (no other subjects allowed) \* = Required Field

**Recommendation - English** Send Invitation  
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.  
\* First Name \* Last Name \* Email

**Recommendation - Science** Send Invitation  
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.  
\* First Name \* Last Name \* Email

**Recommendation - Math** Send Invitation  
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.  
\* First Name \* Last Name \* Email

**Waive Right to Recommendations**  
I hereby waive my right to review recommendations requested regarding my application for the Dual Enrollment Academy Program at South Texas College.

Previous Save Logout Cancel Next

- Three recommendations are required: Math, Science & English
- Students must ask 9th or 10th grade teachers in these subjects for their ISD emails.
- Must remember to click SEND INVITATION, can resend if would like.
- Recommended to 'Waive Right to Recommendations'

# SECTION 5: REQUIREMENTS – ESSAY

- We highly encourage essay to be well written and reviewed prior to submission. Preferred file types: .doc., .docx., .pdf.

The screenshot shows a web application interface for submitting a student essay. On the left is a vertical navigation menu with the following items: Instructions, Applicant Information, Educational Background, Recommendations, and Requirements. The 'Requirements' item is currently selected. The main content area is titled 'Student Typed Essay' and includes a red asterisk and the text '\*Required'. Below this title is a large text input field with an 'Attach file' button. At the top and bottom of the form are navigation buttons: 'Previous', 'Save', 'Logout', 'Submit', and 'Cancel'.

Student must click **SUBMIT** to officially “turn in” application. Otherwise they can continue working by saving.

# APPLICATION REQUIREMENTS: OVERVIEW

- Students must check this page continuously to ensure **all requirements are submitted by the Extended Deadline of March 27, 2023.**
- Transcript submitted electronically by your High School Counselor
- Update essay and/or resume and resend or cancel recommendation letter invites on this page as well.

The screenshot displays the Admissions Self-Service Center interface for South Texas College. The page title is "Admissions Self-Service Center" and the user is identified as "Rebecca Marie De Leon". The main content area shows a "Summary - South Texas College - Dual Enrollment Academy Programs 2018-19" with a "Complete" status and a submission date of "Submitted On: 10/31/17 11:08 AM CDT".

**Requirements**

Type	Name	Description	Status	Deadline	Action
Upload	Student Typed Essay		Received		<a href="#">Update</a>
Upload	Student Resume		Received		<a href="#">Update</a>
General	Passing TSI Assessment Test Scores		I Not Received		
Official Transcript	Veterans Memorial HS	Veterans Memorial HS	I Not Received		
Recommender	Monica Ramos	Monica Ramos	I Not Received		
Recommender	Leonardo Castaneda	Leonardo Castaneda	I Not Received		
Recommender	Mariztel Pena	Mariztel Pena	I Not Received		

**Recommendation**

Recommender	Type	Email	Status	Received	Action
Monica Ramos	English	mramos17@southtexascollege.edu	I Pending		<a href="#">Resend Invitation</a>   <a href="#">Cancel</a>
Leonardo Castaneda	Science	lcastaneda@southtexascollege.edu	I Pending		<a href="#">Resend Invitation</a>   <a href="#">Cancel</a>
Mariztel Pena	Math	mpena59@southtexascollege.edu	I Pending		<a href="#">Resend Invitation</a>   <a href="#">Cancel</a>

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## APPLICATION TIPS

- **E-mail** required to create an account to submit an application.
- Use an email that you commonly use.
- **Use YOUR E-mail.** Don't use one that belongs to a friend, parent/guardian, etc.
- You will receive automated messages to remind you of pending application requirements and the deadline.
- **Ask Teacher's permission** before you send them the request for a recommendation.
- **For your Essay:** Proof read it and ensure that they are your best effort. Essay now has a 1 page minimum requirement.

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# CONTACT INFORMATION

OFFICE OF DUAL ENROLLMENT ACADEMY PROGRAMS  
PHONE: 956-872-2619

**APPLICATION EXTENEDED DEADLINE: MARCH 27, 2023**

