APPLY TEXAS 101

Dual2Degree Department
IN YOUR WEB BROWSER TYPE: WWW.APPLYTEXAS.ORG
CLICK “CREATE YOUR ACCOUNT NOW”
MY PROFILE

Enter information below to establish or maintain your free ApplyTexas profile. Additional information will be requested when you complete online applications.

If you are creating an account, your username will be assigned and presented to you.

Fields marked with an asterisk (*) are required.

Check Box

Privacy Policy*

☐ By checking this box, I represent that I have read, understood and agreed to the terms and conditions of the Privacy Policy (unless I am under the age of 16, in which case, my parent or legal guardian has also read, understood and agreed to the terms and conditions of the Privacy Policy (opens in a new tab)).

Full Legal Name*

Enter your full legal last, first, and middle name. Please do not include diacritical marks such as accents (á) or tildes (ñ). Do not use nicknames or abbreviations or commas because this information will be used for your official record if you enroll. Use your full legal name on all documents sent to the institution to which you are applying. If you have a passport, enter your name as it appears on your passport (without diacritical marks).

Last Name or Family Name or Surname

First Name or Given Name

Middle Name

Suffix

Select ▼

Date of Birth*

Enter your date of birth (month, day, 4-digit year). Do not leave blank; this information is required.

Month ▼ / Day ▼ / Year ▼

Place of Birth*

Enter the city, state, and country where you were born.

City

State/Possession/Province

Select one ▼

Country

Select a country if not U.S. ▼

Suffix means if your name (for males) ends with Jr., III, etc.

Under place of birth, select a country if not United States.
MY PROFILE

Current Grade Level

Grade Level: Select ▼

Are You a U.S. Citizen?*

☐ Yes ☐ No

Email Address*

Please make sure to use an email address that allows you to receive emails from ApplyTexas. You will not be able to receive information from ApplyTexas and the schools to which you are applying without a valid email address. Some school email accounts do not allow students to receive emails from outside the school district. If you aren’t sure, check with your school counselor.

E-mail address

Confirm E-mail address

This email is correct and I have access to it.

☐ Please re-type email address: do not copy/paste.

Permanent Address*

Street Address line 1

Street Address line 2

City

State/Possession/Province: Select one ▼

Postal/Zip Code

Country: Select a country if not U.S.

Physical Address (current street address where you reside, if different from above)

If your Physical Address is the same as your Permanent Address, leave this question blank.

Street Address

Street Address line 2

City

State/Possession/Province: Select one ▼

Postal/Zip Code

Country: Select a country if not U.S.

Physical Address Good Until: ▼ Month ▼ Day ▼

Select Yes or No

Enter a personal email address you have access to

Only fill out permanent address portion
MY PROFILE – Only If You Are Not a U.S Citizen

Choose Citizenship Country

Are You a U.S. Citizen? *

- Yes
- No

Click “No”

Choose Citizenship Country

Of what country are you a citizen?

Citizenship country: MEXICO

Do you hold Permanent Residence status (valid I-551) for the U.S.?

- Yes
- No
- Not Applicable

If Yes, please submit a copy of both sides of the card.

Click “No”

Choose Citizenship Country

If “Yes”, date permanent resident card issued with 4-digit year:

Permanent resident card: Month / Day /

Click “No”

Choose Citizenship Country

If you are not a U.S. citizen or permanent resident, do you have an application for permanent residence (form I-485) pending with the U.S. Citizenship and Immigration Services (USCIS)?

- Yes
- No
- Not Applicable

If “Yes,” submit a copy of your Notice of Action from the USCIS, form I-797C.

Click “No”

Non U.S. Citizen, Non U.S. Permanent Resident Information: If you are not a U.S. citizen nor permanent resident, country of legal permanent residence:

Country of legal perm residence: MEXICO
### MY PROFILE

**Phone Numbers**
Numbers only, no dashes, dots or parentheses, please. Include any city or area code here.

<table>
<thead>
<tr>
<th>Preferred Phone</th>
<th>Numbers only</th>
<th>Leave preferred phone country code blank</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Preferred Phone Country Code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preferred Phone Type</td>
<td>Select type ▼</td>
<td></td>
</tr>
</tbody>
</table>

**Alternate Phone**

| International Alternate Phone Country Code |  |  |
|-------------------------------------------|  |  |
| Alternate Phone Type | Select type ▼ |  |

**Emergency Contact**
(Person to be contacted in case of emergency)

For Emergency Contact only enter a name and phone number

<table>
<thead>
<tr>
<th>Title</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
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<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
</tbody>
</table>

| Phone Country Code |  |  |
|--------------------|  |  |
| No phone | □ |  |

<table>
<thead>
<tr>
<th>Street Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address line 2</td>
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</tr>
<tr>
<td>City</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>State/Possession/Province</th>
<th>Select one ▼</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal/Zip Code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Select a country if not U.S.</td>
<td></td>
</tr>
</tbody>
</table>

| E-mail address |  |  |

**UTH TEXAS COLLEGE**
Selection of these answers are optional and not required
Password Information*

You will need your password each time you wish to access or modify any of your information. Please choose something you can easily remember. Your password can be 8-12 letters long, must contain at least one number, and cannot contain any spaces. Enter the same password in both Password boxes to make sure you typed it correctly.

Password
Confirm Password

*Your password must be at least 8 characters long and it must contain at least one number.
Write down your Username

Your Username is: beta1931
Please email us with any questions.

You have successfully saved your ApplyTexas profile.

Please note: Saving a profile does not mean that you have completed your application.

You may now go to My Applications to complete an application.
CLICK THE “MY APPLICATIONS” TAB

My Account Dashboard - Application Listing

What would you like to do next?

View Application List  Start a New Blank Application

application details

You don't have any admissions applications. Create a new application now.

Click “Create a new application now”
Select “create a new 2 year college admissions application”
MY APPLICATION
Getting Ready to Start Your Application
create a new application for admission

Two year colleges do not offer graduate degrees. Graduate school applicants should apply to a four year university.

(For a clickable map with more information about Texas regions, please go to the Texas Higher Education Coordinating Board’s Texas Regions web page.)

Search for a college by region
Target College: Select target two year college - listed by region

Search for a college from an alphabetical list
Target College: Select target two year college - listed alphabetically

TARGET COLLEGE “South Texas College (McAllen)”
Two year colleges do not offer graduate degrees. Graduate school applicants should apply to a four year university.

(For a clickable map with more information about Texas regions, please go to the Texas Higher Education Coordinating Board's Texas Regions web page.)

Search for a college by region

Target College: South Texas College (McAllen)

Search for a college from an alphabetical list

Target College: South Texas College (McAllen)

Are you completing this application to apply for dual credit classes or concurrent enrollment at this institution while still in high school?

- Yes
- No

Select “NO”
Choose Semester of Entry

Click “Continue”
MY APPLICATION

Select a major that coincides with your high school endorsement

Click “Continue”
Click “Continue”
MY APPLICATION - Only If You Are Not a U.S. Citizen

7. Are you a U.S. Citizen? *
   - [ ] Yes
   - [x] No

- Non-U.S. Citizens complete the following:
  a. If no, of what country are you a citizen?
     Citizenship country: MEXICO
  b. Do you hold Permanent Residence status (valid I-551) for the U.S.?
     If Yes, please submit a copy of both sides of the card.
     - [ ] Yes
     - [x] No
     - [ ] Not Applicable - Reset Answer
  c. If you are not a U.S. citizen or permanent resident, do you have an application for permanent residence (Form I-485) pending with the U.S. Citizenship and Immigration Services (USCIS)?
     If Yes, submit a copy of your Notice of Action from the USCIS. Form I-797C.
     - [ ] Yes
     - [ ] No
     - [ ] Not Applicable
  d. If you have an Individual Taxpayer Identification Number (ITIN) and do NOT have a Social Security Number filled in above, please enter it below. Otherwise, please leave blank.
     ITIN: ____________________________
     Confirm ITIN: ______________________
  e. If you are not a citizen or permanent resident or have no application pending with the USCIS, did you live or will you have lived in Texas for 36 consecutive months leading up to high school graduation or completion of the GED?
     If "Yes," please submit a completed Affidavit of Intent to Become a Permanent Resident.
     (This PDF document requires Adobe Acrobat Reader to access it. Download Adobe Acrobat Reader now.)
     - [ ] Yes
     - [ ] No
     - [ ] Not Applicable
  f. If you are not a U.S. citizen or U.S. permanent resident, are you a foreign national here with a visa that makes you eligible to domicile for Texas residency purposes (see list of eligible visas) or are you a Refugee, Asylee, Parolee or here under Temporary Protective Status?
     (If you select an option below, please submit a copy of your Notice of Action from the USCIS. Form I-974 or a copy of your current visa.)
     If so, indicate which [ ] None of the above

Choose Citizenship Country

Click "NO"

Click "NO"

Leave Blank

Click "Yes"

Choose “None of the above”
MY APPLICATION

16. Your gender:

- Male
- Female

17. Texas Conservatorship - REQUIRED
At any time in your life were you placed in foster care or adopted from foster care in Texas?

- Yes
- No

Save changes

An application that is saved but not submitted is subject to deletion after 180 days.

You are saving the first page of your application. Once saved, the school you selected will have access to your application. Please understand that an incomplete application will not be used for admissions or recruitment purposes; however, you may receive an inquiry from your chosen college asking if you require assistance in completing your electronic application. You may revise your application up to the time when you request that it be submitted to your chosen university.

Scroll all the way to the bottom of the page, answer Question 17 and then Click “Save changes”
Residency Information

About this section:
The college or university to which you are applying will use the information you provide in this section to determine your status for residency eligibility. This page will continue to reloaded with the questions appropriate for your particular situation. At the very end, there will be a text box for you to enter any additional information that you would like to provide. That page will be followed by a certification page where you will be asked to confirm that everything you entered was correct. It is extremely important that you take care when answering this section to provide accurate information.

During the 12 months prior to the term for which you apply, did you attend a **public** college or university in Texas in a fall or spring term (excluding summer)? - **REQUIRED**

- [ ] Yes
- [x] No

Select “NO”

[save and continue to next question]
Verify information, then “Save page”
MY APPLICATION

Page 2 of 5

educational background

Fields marked with an asterisk (*) are required.

1. High School You Graduated From or Expect to Graduate From: *
   You will speed the processing of your application by searching for and selecting your high school via the school search option. Have an official transcript sent to each university to which you apply.
   
   To begin the school search process, click the school search button, then enter the name of your high school. If you are unable to find a match in the database, please select the "School not found" option at the bottom of the search page.

   ![School search form]

   Click on “Find Your High School”

   Search for Your High School
   Find Your High School

   High School Name: 
   High School City or Country: 
   High School State/Province/Province: 
   Expected Graduation Date: 
   
   Are you home-schooled? *
   Yes  No
A pop-up should appear. Enter your school name then **click submit**. Select the bubble with your school's name.
The high school information will be pre-filled

Enter expected graduation date

Select “NO”
Scroll all the way to the bottom of the page and Click “Save changes”
1. Did you take a Tech Prep course or courses for college credit?
   - Select "NO"

2. Please indicate on what basis you are seeking admission. Select the option that is most appropriate. Any/all of these may require additional documentation:
   - Select "High School Graduate"

3. Please indicate the primary reason for attending classes at this college:
   - Select "Earn Associate Degree (2 years)"

Click "Save changes"
MY APPLICATION

Residency Information

Of what state or country are you a resident? - REQUIRED
State or country: **TX**

Did you live or will you have lived in Texas for 36 consecutive months leading up to high school graduation or completion of the GED? - REQUIRED
- [ ] Yes
- [ ] No

When you begin the semester for which you are applying, will you have lived in Texas for the previous 12 months? - REQUIRED
- [ ] Yes
- [ ] No

Select “TX”
Select “Yes”
Select “Yes”

Save and continue to next question
Residency Information

Residency Section Complete

You have completed the residency section of this application. The answers you provided are displayed below. If you would like to delete the answers you have provided and start over, please use the button above.

After reviewing your answers, please use the save page & continue with application button at the bottom of this page to continue your application.

Question: Did you attend a public college or university in Texas during a fall or spring term during the 12 months prior to enrolling for the term for which you are applying?
Answer: No

Question: Of what state or country are you a resident?
Answer: TX

Question: Did you live in Texas the 36 months leading up to high school graduation or completion of the GED?
Answer: Yes

Question: When you begin the semester for which you are applying, will you have lived in Texas for the previous 12 months?
Answer: Yes
This page will continue to appear until all questions have been acknowledged or saved and the page has been saved.

Step-by-Step Instructions
This page contains questions particular to the University and/or major to which you are applying. You must provide an answer for all REQUIRED questions and acknowledge, or save, optional questions. When all questions have been saved, save the page as a whole to continue with your application.

Transcript Waiver Form – REQUIRED

According to the South Texas College Admissions Policy, for students who seek admission on the basis of high school graduation, an official high school transcript indicating passing scores on the Texas Assessment of Academic Skills/Texas Assessment of Knowledge and Skills (TAAS/TAKS) test and the date of graduation must be requested prior to enrollment. All high school graduates entering South Texas College without TAAS/TAKS scores are subject to TSI requirements. A high school transcript waiver will be accepted for students who are in the process of obtaining their official high school transcript. Students who are unable to provide an official high school transcript by census date will have a registration hold placed upon their record. In connection with signing this Transcript Waiver Form, along with an unofficial copy of my high school transcript(s), which will allow me to register for the upcoming semester/session, I hereby acknowledge that my official high school transcript must be submitted by Census date of the upcoming semester/session or a registration hold will be placed on my records.

☐ I acknowledge

Click “I acknowledge”
MY APPLICATION

custom questions for this institution

Step-by-Step Instructions
This page contains questions particular to the University and/or major to which you are applying. You must provide an answer for all REQUIRED questions and acknowledge, or save, optional questions. When all questions have been saved, save the page as a whole to continue with your application.

Transcript Waiver Form successfully saved

For Prospective Student – REQUIRED

Prospective students and parents may visit https://www.southtexascollege.edu/about/notices/learning_mgmt_privacy.html to view institutional reports and information regarding FERPA, campus safety and student success.

save, acknowledge question

Save this question and remain on this page.
custom questions for this institution

For Prospective Student successfully saved

Save this question and page and continue with your application.

Unsaved Questions

All custom questions have been saved. Save this page to continue with your application.

Saved Questions

- Transcript Waiver Form – REQUIRED
- For Prospective Student – REQUIRED
Your application is not yet ready to submit. You must complete all required items before you can certify your application and submit it to South Texas College.

Missing item(s):

1. The email address on this account has not been verified. You must verify it prior to application submission. Use the link we sent to you when you created your account to verify your email address. If you need the verification link emailed to you again, check the box below and click the 'Resend verification' button. If you have questions, you can contact the ApplyTexas Help Desk.

You may not proceed with this page until you complete these items.

- Resend the email verification so that I may verify my email address.
  - Resend verification
MY APPLICATION

ApplyTexas email verification

Please enter the email address you are verifying for security purposes. After verification you will be redirected to the ApplyTexas login page.

Type in Email then select Continue

*Now log into the email provided in your profile and verify your email address to proceed to submit application*
Log-In with Username/Email and Password
## My Applications

### My Account Dashboard - Application Listing

<table>
<thead>
<tr>
<th>App ID</th>
<th>Last Updated</th>
<th>Institution</th>
<th>Semester</th>
<th>Type</th>
<th>Deadline</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1465259</td>
<td>09/26/2019</td>
<td>South Texas College</td>
<td>Spring 2020</td>
<td>Two Year</td>
<td>January 15, 2020</td>
<td>Pg 5</td>
<td>Edit</td>
</tr>
</tbody>
</table>

Select “Edit”
Click on “certification and payment information”
MY APPLICATION

certification and payment information

Fields marked with an asterisk (*) are required.

**certification of information** *

You are required to read the statements below. By checking the box next to the statement you are agreeing to the terms and conditions laid out in the statement. If you do not check the box next to the statement, you will not be allowed to complete or submit this application.

You may wish to print this page for your own records; however, we ask that you not send a printout of this page to the institution to which you are applying.

- [ ] Certification of Rights under Texas Law: Information collected about you through this application may be held by any institution of higher education to which you apply. With few exceptions, you are entitled on your request to be informed about the collected information. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under section 559.004 of the Texas Government Code, you are entitled to correct information held by an institution that is incorrect. You may correct information held by any institution to which you apply by contacting the institution. The information that is collected about you will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.

- [ ] I certify that I have read and understand the New Requirements and Important Information about Bacterial Meningitis

- [ ] If my application is accepted, I agree to abide by the policies, rules and regulations at any college to which I am admitted. I authorize the college to verify the information I have provided. I certify that the information I have provided is complete and correct and I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment and/or appropriate disciplinary action. I understand that officials of my college will use the information submitted on this form to determine my status for residency eligibility. I authorize the college to electronically access my records regarding the Texas Success Initiative. I agree to notify the proper officials of the institution of any changes in the information provided.
MY APPLICATION

THECB contact acknowledgment *

The Texas Higher Education Coordinating Board (THECB), or its authorized representative(s), has permission to contact you regarding your ApplyTexas application and/or regarding related educational outreach purposes (including, for example, to make you aware of financial aid opportunities) using any of the contact information for communication methods (email, mail, phone, mobile, text message, social media, or automated telephone dialing equipment). Your information will not be sold for commercial purposes. Do you consent?

- Yes
- No

financial aid information

You must apply for financial aid separately. You can apply for financial aid online. Contact the institution’s financial aid office directly for more information.

non-discrimination clause

Admission to any of the Texas institutions of higher education and any of their sponsored programs is open to qualified individuals regardless of race, color, gender, sexual orientation, creed, age, national origin or disability.

application fee information

This institution does not charge an application fee through ApplyTexas for this application type and semester.

Answer the THECB contact acknowledgment question and click on “Save and Proceed”
Once you submit your application, you will **not** be allowed to change it in any way. We strongly recommend checking each application page again as information may not be added, edited, or corrected on ApplyTexas after submission. Please check the box to the left to confirm you are ready to submit.

You may choose not to submit this application at this time, but you must submit your application before South Texas College will receive it.

Check the small box, then “Submit Application Now”
Questions?

Thank You!