



Completing the ApplyTexas Application for a 2-year institution

2018-2019

Creating an ApplyTexas Application

The ApplyTexas Application Website: <https://www.applytexas.org>

The screenshot shows the ApplyTexas website interface. At the top left is the logo with a red star and the text 'ApplyTexas Many Schools One Application'. To the right are navigation links: 'About ApplyTexas', 'Help', and 'Counselors & Administrators log in here >'. Below this is a white box with the heading 'Explore. Apply. Repeat.' and three columns of text: 'Research your options.', 'Apply online.', and 'Do it again.'. A red banner contains two buttons: 'Get started >' and 'Log in now'. Below the banner, the left side says 'It's fast. It's easy. It's free. Create your account now >'. The right side has a login form with 'username' and 'password' fields, a 'Log in' button, and a link 'Problems logging in? Click here'.

Log in to the site with your username and the password you created on your profile.

If you need help with your username or password, click on the “Problems logging in? Click here” link to use the site to find your log in credentials.

The screenshot shows the ApplyTexas website interface. At the top, a dark blue navigation bar contains the ApplyTexas logo on the left and links for "Logoff", "My Account Dashboard", "Admissions Information", and "Application Instructions" on the right. Below the navigation bar, the page title "My Account Dashboard - Application Listing" is centered. On the left side, there is a section for "Application Details" with the user name "HELPER" and email "atxstaff@gmail.com". On the right side, there is a "Quick Links" section with a dropdown menu for "Application Instructions" and a "Go" button. Below the title, there are three tabs: "My Profile", "My Applications" (which is highlighted in red), and "My Essays". Underneath the tabs, there are two buttons: "View Application List" and "Start a New Blank Application". At the bottom of the page, there is a section titled "application details" with the text "You don't have any admissions applications. [Create a new application now.](#)"

The first screen you'll see after logging in will be "My Account Dashboard-Application Listing", your homepage for ApplyTexas.

From this screen, you may access your profile, applications, and essays.

The links on the dark blue bar at the top of the dashboard screen are used to navigate to other areas of the site. College and university information and instructions for completing each of the application types can be found here.

My Account Dashboard - Application Listing

My Profile

My Applications

My Essays

View Application List

Start a New Blank Application

application details

You don't have any admissions applications. [Create a new application now.](#)

To begin a new application, click on the “Start a New Blank Application” tab or on the link to “Create a new application now”.

My Account Dashboard - Application Listing

My Profile

My Applications

My Essays

View Application List

Start a New Blank Application

Admissions | Start a new blank application.

create a new 4 year university undergraduate admissions application

create a new graduate school admissions application

create a new 2 year college admissions application

[Which of these should I choose?](#)

[ApplyTexas application type descriptions](#)

Note: Two year colleges do not offer graduate degrees. All graduate school applicants should choose the "create a new graduate school admissions application" option.

Click on the button to “create a new 2-year college admissions application”.

The screenshot shows the ApplyTexas website interface. At the top, there is a dark blue navigation bar with the ApplyTexas logo on the left and links for "Logoff", "My Account Dashboard", "Admissions Information", and "Application Instructions" on the right. Below the navigation bar, the page title "Application Details" is followed by "2 Year Institution". A "Quick Links" section contains a button for "2 Year Institution Instructions" and a "Go" button. The main content area is titled "Getting Ready to Start Your Application" and "create a new application for admission". A yellow highlighted box contains the text: "Two year colleges do not offer graduate degrees. Graduate school applicants should [apply to a four year university.](#)". Below this, a note states: "(For a clickable map with more information about Texas regions, please go to the [Texas Higher Education Coordinating Board's Texas Regions web page.](#))". There are two search options: "Search for a college by region" with a "Target College:" dropdown menu set to "Select target two year college - listed by region", and "Search for a college from an alphabetical list" with a "Target College:" dropdown menu set to "Select target two year college - listed alphabetically". A "continue" button is located at the bottom of the search area.

When applying to a 2-year institution, use either of the pull-down menus to select the school.

The first pull-down menu organizes schools by Texas region;
the second lists institutions alphabetically.

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:

Search for a college from an alphabetical list

Target College:

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

Yes No

After selecting the institution, students may see a question asking if the application is being used to apply for Dual Credit or Concurrent Enrollment.

This is an optional message so colleges choose whether to include it on their application, but students should answer this question if it is present.

A pull-down menu is used to select a semester of entry.

Some institutions may offer multiple deadlines and/or mini-semester options.

Students should select the appropriate deadline/semester.

Getting Ready to Start Your Application
select a semester

Semester of Entry

Test Two-Year offers multiple deadlines for Two Year Institution applications for Spring (Jan - May) 2019. Please select the deadline for which you would like to apply. For more information about these deadlines, please contact Test Two-Year.

The regular deadline for Two Year Institution applications (01/02/2019)

Wintermester (Deadline is 01/02/2019)

Check the [special application information page](#) prepared by Test Two-Year.

Address:	Office of Admissions 1234 Test Street Suite 2 Austin, TX 78701
Help Phone #:	(512)555-5656
Website:	Test Two-Year

Getting Ready to Start Your Application

select school

A confirmation email with your ApplyTexas Test College student ID will be sent 2-4 days after we receive your application.

Deadline:	01/02/2019
Application Fee:	No Application Fee

Notice about Multidisciplinary Studies Associates Degrees

Do you intend to take basic courses at a community college and then transfer to a university to complete a bachelor's degree? If so, please NOTE: A Multidisciplinary Studies Associate Degree (MSAD) Program is an associate of arts or associate of science degree made up of the college's core curriculum and additional courses. The courses beyond the core curriculum are to be chosen by the student with advice from an academic advisor with the goal of selecting courses that will transfer to the student's chosen field of study or major when the student transfers to the university of his/her choice.

Those schools with at least one MSAD eligible program have been indicated in the list of schools below.

Select School/Program

First Choice School/Program

Select your first choice school/program
Select your first choice school/program
Associate Degree Programs (MSAD major available)
Technical Degree Programs

continue

After selecting a semester, students may be asked to choose a “School/Program” using a pull-down menu.

Getting Ready to Start Your Application

select school

A confirmation email with your ApplyTexas Test College student ID will be sent 2-4 days after we receive your application.

Deadline:	01/02/2019
Application Fee:	No Application Fee

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Those schools with at least one MSAD eligible program have been indicated in the list of schools below.

Select School/Program

First Choice School/Program

Select your first choice school/program
Select your first choice school/program
Associate Degree Programs (MSAD major available)
Technical Degree Programs

continue

When “School/College” fields of study are chosen, only majors within those fields will be displayed on the major selection screen.

Students scroll down the list on a pull-down menu to select a major.

Getting Ready to Start Your Application

select major

Please note:

A confirmation email with your ApplyTexas Test College student ID will be sent 2-4 days after we receive your application.

Notice about Multidisciplinary Studies Associate Degrees

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Major:

- Select your Major
- Advertising & Public Relations
- Art History
- Business Administration
- Business Management
- Criminal Justice
- Multidisciplinary Studies Associate Degree in Education
- Multidisciplinary Studies Associate Degree in English
- Multidisciplinary Studies Associate Degree in Film Studies
- Multidisciplinary Studies Associate Degree in Geography
- Multidisciplinary Studies Associate Degree in History
- Interior Design
- Multidisciplinary Studies Associate Degree in Mathematics
- Medical Coding & Billing
- Nursing
- Phlebotomy
- Multidisciplinary Studies Associate Degree in Spanish

Last updated **April 24, 2017**
[Privacy](#) [Web Accessibility](#) [FAQ](#)

After students select a major, the next screen displays the application pages and page descriptions.

This college application has five pages. The extracurricular activities, awards & honors, and employment information pages are optional for 2-year applications and this school has chosen not to use them.

Getting Ready to Start Your Application
application checklist

Test Two-Year - Two Year School Admission for Spring 2019

[continue to my application](#)

Items to complete	Deadline
Admissions application Page 1: biographical information Page 2: educational background Page 3: educational information Page 4: residency information Page 5: custom questions for this institution	January 2, 2019

[go back](#)

Click on “continue to my application” to advance to the first page of the application.

Use the “go back” link to change a major or field of study if desired.

Getting Ready to Start Your Application
application checklist

Test Two-Year - Two Year School Admission for Spring 2019

[continue to my application](#)

Items to complete	Deadline
Admissions application Page 1: biographical information Page 2: educational background Page 3: educational information Page 4: residency information Page 5: custom questions for this institution	January 2, 2019

[go back](#)

Page 1- biographical information

Things to note on page 1:

Your major choice is shown on this page and there is a link below it to use to go back to the major or school selection screens to make changes if needed.

The screenshot shows a web application interface. On the left, there is a sidebar titled "application sections and pages" with a list of links: "admissions", "biographical information", "educational background", "educational information", "residency information", and "custom questions for this institution". The main content area is titled "Page 1 of 5 biographical information". It contains a message box stating: "We have assigned an application ID number to this application. Please make note of it, as it is required for all further communication concerning this application and may be needed to retrieve your application password. Your application ID is 194". Below this is a table with two rows: "First choice school/college" with the value "Associate Degree Programs" and "First choice major/program" with the value "Nursing". Under the table, there is a link: "Want to change your school(s)/college(s) and/or major(s)/program(s)? [Go back to the 'select major' page.](#)". At the bottom, there is a section titled "Please select a deadline for your application to Test Two-Year." with two radio button options: "The regular deadline for Two Year Institution applications (01/02/2019)" (which is selected) and "Wintermester (Deadline is 01/02/2019)".

The pages of the application are listed on the left side of each screen. Use the links to navigate back and forth through the application.

biographical information

1. Enter your U.S. Social Security Number
Please enter your Social Security Number, if you have one. It is used to match your application to your transcript and test scores, and for financial aid.

Social Security Number (SSN)	<input type="text"/>	« No spaces, dashes, or letters.
Confirm SSN	<input type="text"/>	« No spaces, dashes, or letters.

Social Security numbers are not required in order to use the ApplyTexas application. Students who do not have a number should leave the fields blank.

Institutions need Social Security numbers to comply with state law so it is highly recommended that students enter a number if they have one. It will slow the processing of the application if the school has to contact the student for the information.

biographical information

2. When were you born? - **REQUIRED**
Enter your date of birth (month, day, year). Do not leave blank; this information is required.

Date of Birth << 4 digit year

3. Full legal name: - **REQUIRED**
Enter your full legal last, first, and middle name. Do not use nicknames or abbreviations 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. Please do not include diacritical marks such as accents (') or tildes (~).

Last/Family Name

First Name

Middle Name

Suffix

Date of birth and full legal name are auto-filled from the information entered on the account profile.

biographical information

4. Other names or aliases:

If you attended school using a different name or took a standardized college entrance exam (for example, SAT, GRE, TOEFL) using a different name, please list name(s):

Last/Family	First	Middle	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▼
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▼
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▼

5. Place of Birth: - **REQUIRED**

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

City	<input type="text" value="AUSTIN"/>
State/Possession/Province	<input style="border-bottom: 1px solid black;" type="text" value="TX"/>
Country	<input style="border-bottom: 1px solid black;" type="text" value="Select a country if not U.S."/>

If students have other names on official documents, the names must be listed so that all information can be merged in one admissions account at the school.

Place of birth has been auto-filled from the information entered on the account profile.

biographical information

6. Are you a U.S. Citizen? - **REQUIRED**

Yes No

Students who are U.S. citizens should select “yes” and continue to the next question.

biographical information

Non-U.S. citizens will be asked additional questions to determine whether they qualify for Texas residency.

6. Are you a U.S. Citizen? - **REQUIRED**

Yes No

Non-U.S. Citizens complete the following

a. If no, of what country are you a citizen?

Citizenship country

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 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.

No spaces, dashes or letters.

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-797C, or a copy of your current visa.)

If so, indicate which

biographical information

Non U.S. citizens who do not qualify for Texas residency based on the answers to the questions on this page will answer preliminary visa questions on their application.

They will not see or complete a residency page.

6. Are you a U.S. Citizen? - REQUIRED

Yes No

Non-U.S. Citizens complete the following

a. If no, of what country are you a citizen?

Citizenship country

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 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

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No spaces, dashes or letters.

ITIN:

Confirm ITIN:

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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-797C, or a copy of your current visa.)

If so, indicate which

biographical information

7. Status as a current U.S. military servicemember, veteran, or dependent:

A U.S. military servicemember is a person who is serving in any branch of the U.S. Armed Forces, including the National Guard or Reserves. Please select any of the following that apply to you. I am a:

- veteran (former U.S. military servicemember)**
- current U.S. military servicemember**
- spouse or dependent of a veteran or a current U.S. military servicemember**
- spouse or dependent of, or a veteran or current U.S. military servicemember with an injury or illness resulting from military service (service-connected injury/illness)**
- spouse or dependent of a deceased U.S. servicemember**

Students who are not affiliated with a current or former member of the U.S. military may skip this question.

Those with military affiliations should select all of the choices applicable to them.

biographical information

8. Apply Texas verifies permanent and physical addresses for U. S. addresses. [What is address verification?](#) (opens in new window)

Permanent address: **- REQUIRED**

Street Address < address only - do not need to re-enter your name

Street Address line 2 < be sure to include your apartment number, if you have one.

City

State/Possession/Province < for U.S. or Canadian addresses only

Postal/Zip Code -

Country <

9. 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 < if different from permanent address

Street Address line 2 < be sure to include your apartment number, if you have one.

City

State/Possession/Province < for U.S. or Canadian addresses only

Postal/Zip Code -

Country <

The permanent address is auto-filled from the information entered on the profile.

The physical address section does not have to be completed if it is the same as the permanent address.

biographical information

10. Phone Numbers:
Numbers only, no dashes, dots or parentheses, please. Please include your area code.

Preferred Phone - REQUIRED	<input type="text" value="817123456789"/>	
International Preferred Phone Country Code	<input type="text"/>	« international phone numbers only
Preferred Phone Type - REQUIRED	<input type="text" value="Cell"/>	
Alternate Phone	<input type="text" value="214123456789"/>	
International Alternate Phone Country Code	<input type="text"/>	« international phone numbers only
Alternate Phone Type	<input type="text" value="Work"/>	

11. Emergency Contact: - REQUIRED

Title	<input type="text" value="Title"/>	
First Name	<input type="text" value="DAD"/>	
Last Name	<input type="text" value="HELPER"/>	
Phone Number	<input type="text" value="512345678912"/>	« numbers only
International Phone Country Code	<input type="text"/>	« international phone numbers only
Street Address	<input type="text" value="110 Inner Campus Drive"/>	
Street Address line 2	<input type="text"/>	
City	<input type="text" value="AUSTIN"/>	
State/Possession/Province	<input type="text" value="Texas"/>	« for U.S. or Canadian addresses only
Postal/Zip Code	<input type="text" value="78712"/>	
Country	<input type="text" value="Select a country if not U.S."/>	
E-mail address	<input type="text" value="a_texas7@aol.com"/>	
E-mail confirmation	<input type="text" value="a_texas7@aol.com"/>	« Please re-type emergency contact email

Phone Numbers and Emergency Contact information are auto-filled from the information entered on the profile.

biographical information

12. Student e-mail address: - **REQUIRED**

The email address provided may be used to communicate important information to you regarding your application.

E-mail address	<input type="text" value="atxstaff@gmail.com"/>	
E-mail confirmation	<input type="text" value="atxstaff@gmail.com"/>	← re-type your address

The email address is auto-filled from the profile.

Please be sure that it is correct as it will be used by institutions to communicate with you.

biographical information

13. Family Educational Background:
Please indicate the highest level completed of your parents' or legal guardians' educational background:

Parent/Guardian 1's education level

Relationship to you

Parent/Guardian 2's education level

Relationship to you

- Parent 1 and Parent 2 *educational level* pull-down menus allow students to enter educational information for up to two parents or guardians.
- Parent 2's *relationship* adds an additional choice of “Unknown or not applicable”

Parent/Guardian
Education Level

No high school
Some high school, no diploma
High school diploma or GED
Some College
Associate/Two-year Degree
Bachelor's/Four-year Degree
Graduate/Professional Degree
Unknown or not applicable

Parent/Guardian 1
Relationship

Mother
Father
Stepmother
Stepfather
Guardian
Other Adult

Parent/Guardian 2
Relationship

Mother
Father
Stepmother
Stepfather
Guardian
Other Adult
Unknown or not applicable

biographical information

14. **Ethnicity and Race:**
Are you Hispanic or Latino? (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)

Yes No

Please select the racial category or categories with which you most closely identify. Check as many as apply.

American Indian or Alaska Native
(A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.)

Asian
(A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.)

Black or African American
(A person having origins in any of the black racial groups of Africa.)

Native Hawaiian or Other Pacific Islander
(A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.)

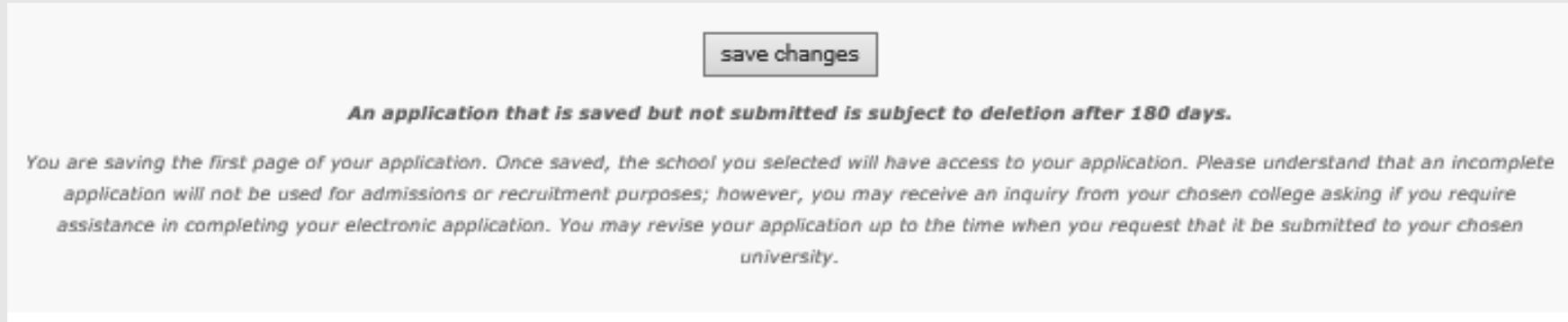
White
(A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.)

15. **Your gender:**

Male Female

The “Ethnicity and Race” and “Gender” questions are optional so a response is not required, but institutions want to receive the information. Students should select responses unless they prefer not to include the information on their applications.

When the page is completed, click on the “save changes” button.



Note the messages found at the bottom of the screen:

- Applications that are saved, but not worked on again or submitted within 180 days are subject to deletion.
- Once the first page of the application is saved, the institution will have access to the application and may contact students.
- Students may return to their applications to finish them later and may make changes to it at any time before it is submitted.

When page one is saved, a box will pop up on the screen asking for an apartment number or for verification that the permanent address shown is correct. If the apartment number box is checked, students are returned to the Permanent Address section to enter the number.

Permanent address: **- REQUIRED**

Street Address	110 INNER	<input type="checkbox"/> Enter an apartment number. <input type="radio"/> I verify that I do not have an apartment number, and my permanent address is correct as written.
Street Address line 2		
City	AUSTIN	
State/Possession/Province	Texas	
Postal/Zip Code	78712	
Country	Select a country if not U.S.	

do not need to re-enter your name
be sure to include your apartment number, if you have one.
for U.S. or Canadian addresses only

Enter the apartment number and save the page again.

8. Apply Texas verifies permanent and physical addresses for U. S. addresses. [What is address verification?](#) (opens in new window)

Permanent address: **- REQUIRED**

Street Address	110 INNER CAMPUS DR.	◀ address only - do not need to re-enter your name
Street Address line 2		◀ be sure to include your apartment number, if you have one.
City	AUSTIN	
State/Possession/Province	Texas	◀ for U.S. or Canadian addresses only
Postal/Zip Code	78712 -	
Country	Select a country if not U.S.	

biographical information

8. Apply Texas verifies permanent and physical addresses for U. S. addresses. [What is address verification?](#) (opens in new window)

Permanent address: **- REQUIRED**

Street Address	110 IM	<input type="checkbox"/>	do not need to re-enter your name
Street Address line 2		<input type="checkbox"/>	include your apartment number, if you have one.
City	AUSTI		
County	Select		Residents only
State/Possession/Province	Texas	<input type="button" value="OK"/>	Canadian addresses only
Postal/Zip Code	78712		
Country	Select a country if not U.S.		

Please select a permanent address county.

If students check the box on the previous screen that they do not have an apartment number and that their permanent address is correct as written, they may be asked to enter a county if the address is in Texas and our software is unable to verify the address as entered.

The county is selected from the alphabetical list of all Texas counties.

biographical information

The last thing to do on page one is to confirm that the name and date of birth have been saved correctly by checking a confirmation box.

After the box is checked, click on “save page” to advance to page two.

application sections and pages

Page 1 of 4

biographical information

[admissions](#)
[biographical information](#)
educational background
educational information
residency information

Please take a moment to confirm that your name and date of birth have been saved correctly by checking the confirmation box below.

We have assigned an application ID number to this application. Please make note of it, as it is required for all further communication concerning this application and may be needed to retrieve your application password.

Your application ID is 242545

First choice school/college	Associate of Science (AS)
First choice major/program	Business Administration-AS

Want to change your school(s)/college(s) and/or major(s)/program(s)? [Go back to the "select major" page.](#)

Please confirm that we have stored the following information correctly:

First Name/Given Name: STUDENT

Last Name/Family Name/Surname: HELPER

Date of Birth: 1/1/2001

Please make corrections below as needed.

Yes, my name and birthdate have been saved correctly. **- REQUIRED**

save page

Page 2- educational background

Use the school search tool to “Find Your High School”.

application sections and pages Page 2 of 5
educational background

[admissions](#)
[biographical information](#) ✓
[educational background](#)
educational information
residency information
custom questions for this institution

[submit](#)

1. High School You Graduated From or Expect to Graduate From: - REQUIRED
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.

Search for Your High School

High School Name:

High School Code:

High School City or Country:

High School State/Possession/Province: « if in U.S. or Canada

Expected Graduation Date:

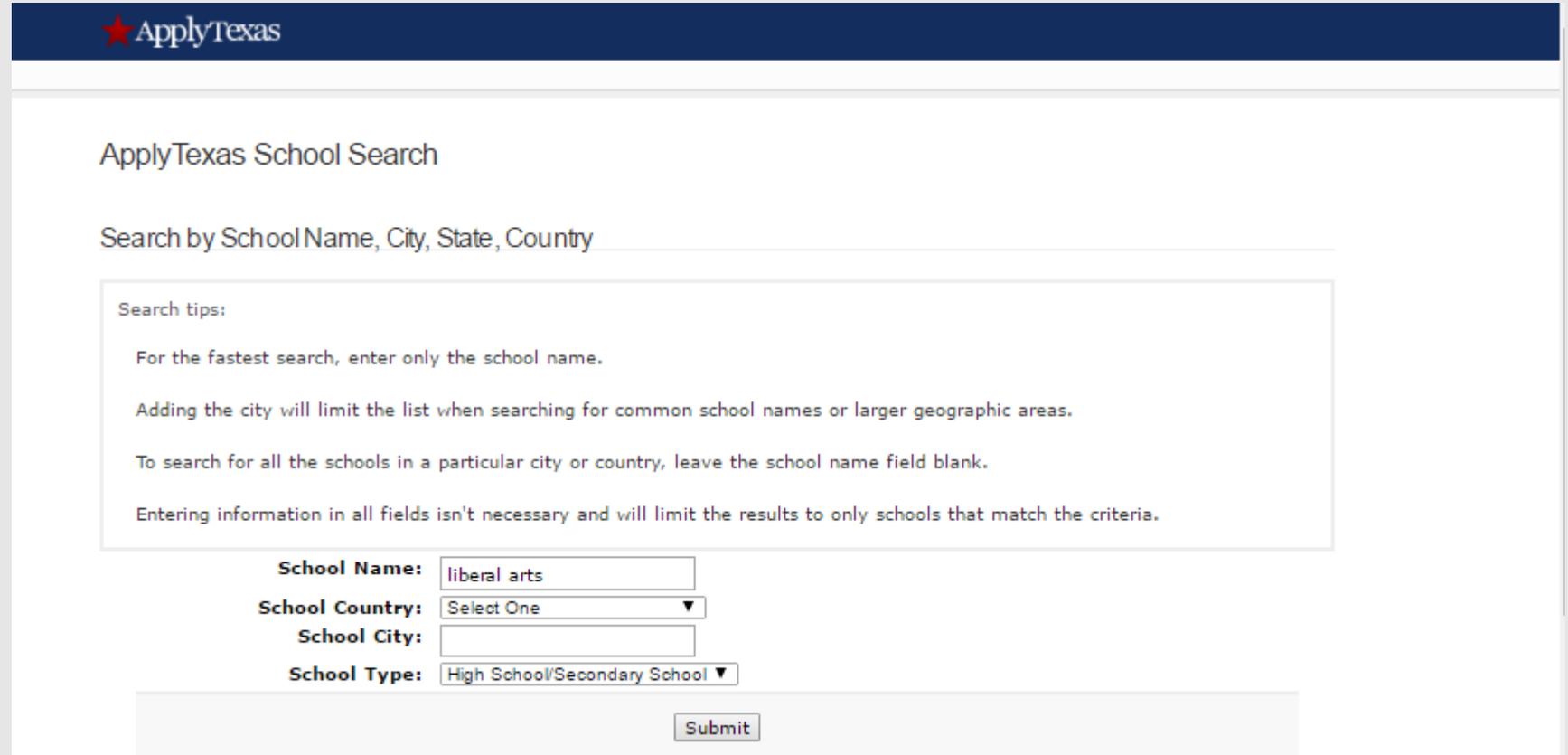
Please check here if you have information to enter for more than one high school

Students should not enter information manually in this section.

educational background

Enter part or all of the high school name in the school name field and submit the search.

There is no need to enter a school country or city for U.S. high schools.



The screenshot shows the 'ApplyTexas School Search' interface. At the top is a dark blue header with the 'ApplyTexas' logo. Below the header, the title 'ApplyTexas School Search' is displayed. A search instruction line reads 'Search by School Name, City, State, Country'. A search tips box contains the following text: 'Search tips: For the fastest search, enter only the school name. Adding the city will limit the list when searching for common school names or larger geographic areas. To search for all the schools in a particular city or country, leave the school name field blank. Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria.' Below the tips box are four input fields: 'School Name' with the text 'liberal arts', 'School Country' with a dropdown menu showing 'Select One', 'School City' which is empty, and 'School Type' with a dropdown menu showing 'High School/Secondary School'. A 'Submit' button is located at the bottom right of the form area.

ApplyTexas

ApplyTexas School Search

Search by School Name, City, State, Country

Search tips:

- For the fastest search, enter only the school name.
- Adding the city will limit the list when searching for common school names or larger geographic areas.
- To search for all the schools in a particular city or country, leave the school name field blank.
- Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria.

School Name:

School Country:

School City:

School Type:

educational background

The next screen will display a list of schools matching the search.

Find the school and click in the radio button next to the school name.

If students don't find their school on the list, they should try using the search again, adding the school city.

If they still don't find their school, they should scroll to the bottom of the list and select "school not found".

 ApplyTexas

ApplyTexas School Search

Search by School Name, City, State, Country

Search tips:

For the fastest search, enter only the school name.

Adding the city will limit the list when searching for common school names or larger geographic areas.

To search for all the schools in a particular city or country, leave the school name field blank.

Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria.

School Name:

School Country:

School City:

School Type:

Search Results

School Name	Address	City	State	Country	School Code
<input type="radio"/> LIBERAL ARTS & SCIENCE ACAD HS	7309 LAZY CREEK DR	AUSTIN	TX	UNITED STATES	2440069
<input type="radio"/> PEGASUS SCH LIBERAL ARTS/SCI	601 N AKARD ST STE 203	DALLAS	TX	UNITED STATES	2441790
<input type="radio"/> SCHOOL OF LIBERAL ARTS	ONTARIO, TORONTO	TORONTO	ON	CANADA	2826868
<input type="radio"/> CITY UNIVERSITY SCHOOL OF LIBERAL ARTS	1500 DUNN RD	MEMPHIS	TN	UNITED STATES	2431503

educational background

The school name, code, city, and state will auto-fill from the search tool .

Pull-down menus are used to select the month and year of graduation.

application sections and pages Page 2 of 5

educational background

[admissions](#)

- [biographical information](#) ✓
- [educational background](#) ✓
- [educational information](#) ✓
- [residency information](#) ✓
- [custom questions for this institution](#)

[submit](#)

1. High School You Graduated From or Expect to Graduate From: - **REQUIRED**
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.

Search for Your High School

High School Name: LIBERAL ARTS & SCIENCE ACAD HS
High School Code: 2440069
High School City or Country: AUSTIN
High School State/Possession/Province: Texas
Expected Graduation Date: May 2020

Please check here if you have information to enter for more than one high school

When students have attended more than one high school, they should use the check box below the graduation date to add additional schools.

educational background

Home-schooled students:

Are you home-schooled? - **REQUIRED**

Yes **No**

If you were home-schooled during your high school years, please click on the 'Find Your High School' button and type "Home Schooled" into the 'School Name' textbox to find the appropriate home-schooled high school code (TX or non-TX).

Home-schooled students will enter "Home School" in the school search tool.

ApplyTexas School Search

Search by School Name, City, State, Country

Search tips:

For the fastest search, enter only the school name.

Adding the city will limit the list when searching for common school names or larger geographic areas.

To search for all the schools in a particular city or country, leave the school name field blank.

Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria.

School Name:
School Country:
School City:
School Type:

Submit

educational background

Home Schooled Students:

If the student lived in Texas while being home-schooled, the first entry that shows “TX” in the state field should be chosen.

The second “Home Schooled” entry will be used by students who were not Texas residents while in high school.

The screenshot shows the ApplyTexas School Search interface. At the top is the ApplyTexas logo. Below it is the title "ApplyTexas School Search" and a search prompt "Search by School Name, City, State, Country". A search tips box contains instructions: "For the fastest search, enter only the school name.", "Adding the city will limit the list when searching for common school names or larger geographic areas.", "To search for all the schools in a particular city or country, leave the school name field blank.", and "Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria." Below the tips are four search fields: "School Name" with the value "home school", "School Country" with a dropdown menu showing "Select One", "School City" with an empty text box, and "School Type" with a dropdown menu showing "High School/Secondary School". A "Submit" button is located below these fields. The "Search Results" section shows a table with two rows of results.

School Name	Address	City	State	Country	School Code
<input type="radio"/> HOME SCHOoled			TX	UNITED STATES	1078314
<input type="radio"/> HOME SCHOoled					1077023

educational background

application sections and pages Page 2 of 5

educational background

[admissions](#)

- [biographical information](#) ✓
- [educational background](#)
- [educational information](#)
- [residency information](#)
- [custom questions for this institution](#)

[submit](#)

1. High School You Graduated From or Expect to Graduate From: - **REQUIRED**
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.

Search for Your High School

High School Name:

High School Code:

High School City or Country:

High School State / Possession / Province: « if in U.S. or Canada

Expected Graduation Date:

Please check here if you have information to enter for more than one high school

ApplyTexas also uses the “Home Schooled” entry for students who completed high school coursework using any type of online curriculum.

educational background

Students who complete high school using the GED or other high school equivalency program will enter the version that was taken (English or Spanish), the state where the test certification was received, and the date the certification was completed.

2. Do you have a GED or have you completed another high school equivalency program?

Yes No Not Applicable

If yes, which version:

In which state/possession/province did you receive your Certificate of High School Equivalency (GED, etc.)?

Date Certificate Completed: / « 4 digit year

Students who did not take the GED or other equivalency exam should skip this question.

educational background

Students who have college or university course credit are required to answer the question about previous college attendance. Dual credit college information will be entered here.

Students who have not attended a college or university may skip this question and section.

3. Please list **all** current or previous colleges or universities you have attended or are attending, including college-level correspondence study and dual credit. - **REQUIRED if applicable**
Failure to list all institutions will be considered an intentional omission and may lead to forced withdrawal.

Have an official transcript sent to each university to which you apply. Please send an official transcript from all schools listed.

Current or Most Recent College Attended

Search for College 1

Name of Institution:

College Code:

College Location

City

Country

College < if in U.S. or Canada

State/Possession/Province:

Dates of Attendance

Attended starting from: /

Attended to: /

Hours earned:

< number credit hours, if applicable

Enter whole numbers in the box. Do NOT enter a decimal point.

Degree Earned or Expected (if applicable)

Please indicate if you have earned or will earn a degree by the time you plan to enroll.

Major/Area of Study:

< for example, BA in History

Degree Date: /

< degree earned or expected

Type of Degree:

To add a college or university, use the search tool, “Find College or University”.

Enter the first few words of the school name and submit the search.

The next screen will display a list of schools matching the search.

Find the school and click in the radio button next to the school name.

When students don’t find their school, they should scroll to the bottom of the list and select “school not found”.

ApplyTexas

ApplyTexas School Search

Search by School Name, City, State, Country

Search tips:

- For the fastest search, enter only the school name.
- Adding the city will limit the list when searching for common school names or larger geographic areas.
- To search for all the schools in a particular city or country, leave the school name field blank.
- Entering information in all fields isn't necessary and will limit the results to only schools that match the criteria.

School Name:

School Country:

School City:

School Type:

Search Results

School Name	Address	City	State	Country	School Code
<input type="radio"/> DALLAS COUNTY COMMUNITY COLLEGE DISTRICT	701 ELM STREET	DALLAS	TX	UNITED STATES	8836
<input type="radio"/> DALLAS COUNTY COMM COLL CONT EDUC	701 ELM ST	DALLAS	TX	UNITED STATES	14912

educational background

3. Please list **all** current or previous colleges or universities you have attended or are attending, including college-level correspondence study and dual credit. - **REQUIRED if applicable**
Failure to list all institutions will be considered an intentional omission and may lead to forced withdrawal.

Have an official transcript sent to each university to which you apply. Please send an official transcript from all schools listed.

Current or Most Recent College Attended

Search for College 1	<input type="text" value="Find College or University 1"/>	
Name of Institution:	<input type="text" value="DALLAS COUNTY COMMUNITY COLLEGE"/>	
College Code:	<input type="text" value="8836"/>	
College Location		
City or Country	<input type="text" value="DALLAS"/>	
College	<input type="text" value="Texas"/>	< if in U.S. or Canada
State/Possession/Province:		
Dates of Attendance		
Attended starting from:	<input type="text" value="Month"/> / <input type="text" value="Year"/>	
Attended to:	<input type="text" value="Month"/> / <input type="text" value="Year"/>	
Hours earned:	<input type="text"/>	< number credit hours, if applicable
Enter whole numbers in the box. Do NOT enter a decimal point.		
Degree Earned or Expected (if applicable)		
Please indicate if you have earned or will earn a degree by the time you plan to enroll.		
Major/Area of Study:	<input type="text"/>	< for example, BA in History
Degree Date:	<input type="text" value="Month"/> / <input type="text" value="Year"/>	< degree earned or expected
Type of Degree:	<input type="text" value="Select degree type"/>	

Enter the dates of attendance and hours of credit earned.

Major area of study, degree date, and type of degree aren't required if a degree wasn't completed at the college.

educational background

4. Are you currently on academic suspension from the last college or university attended?

Yes No

save changes

The last question on the educational background page is optional. If colleges want this information, students should be encouraged to choose a response.

Page 3- educational information

For questions 2 & 3, students use the pull-down menus to indicate their current level of education and why they are applying.

application sections and pages Page 3 of 4

[admissions](#)
[biographical information](#) ✓
[educational background](#) ✓
[educational information](#) ✓
[residency information](#)
[submit](#)

educational information

1. Did you take a Tech Prep course or courses for college credit?
 Yes 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: **- REQUIRED**
Admission Basis

3. Please indicate the primary reason for attending classes at this college: **- REQUIRED**
Reason Attending

What level of education is most applicable to you?

- Select
- College Transfer, Degree-seeking
- College Transfer, Not Degree-seeking
- Transient- Seeking a degree elsewhere
- Readmission from prior semester
- High School Graduate
- GED
- Home Schooled/High School Graduate
- Dual Credit (receiving both high school and college credit)
- High School Early Admission (college credit only)
- Individual Approval (no high school diploma or GED)

What is your reason for applying?

- Select
- Earn Associate Degree (2 years)
- Earn a certificate (less than 2 years)
- Earn credits for transfer
- Courses to: get a new or better job and/or improve current job skills
- Courses for personal enrichment
- Earn a Bachelor of Applied Technology (BAT) degree
- Earn a Bachelor of Applied Science (BAS) degree

Page 4- residency information- for U.S. Citizens Only

Residency questions will vary based on the *educational level* chosen on the educational information page.

For students who did not select dual credit/concurrent enrollment on the educational information page, this will be the first screen they'll see in the residency section

The screenshot shows a web application interface for residency information. On the left, a sidebar titled "application sections and pages" lists: "admissions" (underlined), "biographical information" with a checkmark, "educational background" with a checkmark, "educational information" with a checkmark, "residency information" (underlined), "custom questions for this institution", and "submit" (underlined). The main content area is titled "Page 4 of 5 residency information" and includes a "delete residency answers & start over" button. Below this is the "Residency Information" section, which contains an "About this section:" paragraph explaining that the college will use the information to determine residency eligibility and that a certification page will follow. A question asks, "During the 12 months prior to the term for which you are applying, did you attend a public college or university in Texas in a fall or spring term (excluding summer)? - REQUIRED" with radio buttons for "Yes" and "No". A "save and continue to next question" button is at the bottom.

The information entered in this section will be used by the college to help determine Texas residency status so it is very important that students provide accurate answers to all questions.

residency information

For students who are not applying for dual credit/concurrent enrollment:

Applicants will be asked if they attended a Texas public college or university in a Spring or Fall semester prior to the semester they are currently applying for.

Page 4 of 4
residency information

[delete residency answers & start over](#)

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 reload 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 are applying, did you attend a **public** college or university in Texas in a fall or spring term (excluding summer)? - **REQUIRED**

Yes No

[save and continue to next question](#)

If the answer is “no”, that they didn’t attend a public institution in either a Spring or Fall semester prior to the one they’re applying for, they’ll advance to the next residency question.

residency information

For students who are not applying for dual credit/concurrent enrollment:

Applicants who answered “yes”, that they attended a Texas public college or university in the previous Fall or Spring will be asked additional questions about the school they attended.

Page 4 of 4
residency information

delete residency answers & start over

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 reload 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 are applying, did you attend a **public** college or university in Texas in a fall or spring term (excluding summer)? - **REQUIRED**

Yes No

save and continue to next question

Note that the question asks about public institutions only. If the student attended a private college or university, the answer should be “no”.

residency information

For non- dual credit students who attended a Texas public college or university :

Please note that the question applies to public colleges and universities only.

Private institutions will not appear on the institution drop-down menu.

Application sections and pages Page 6 of 9

[admissions](#)

- [biographical information](#) ✓
- [biographical information \(continued\)](#) ✓
- [educational background](#) ✓
- [educational information](#) ✓
- [test scores](#) ✓
- [residency information](#)
- extracurricular and volunteer activities
- employment information
- custom questions for this institution

[submit](#)

last updated November 03, 2017
[Privacy](#) [Web Accessibility](#) [FAQ](#)
[Help/Contact](#) for app ID: 1158887

residency information

delete residency answers & start over

Residency Information

What Texas public college or university did you last attend? - **REQUIRED**

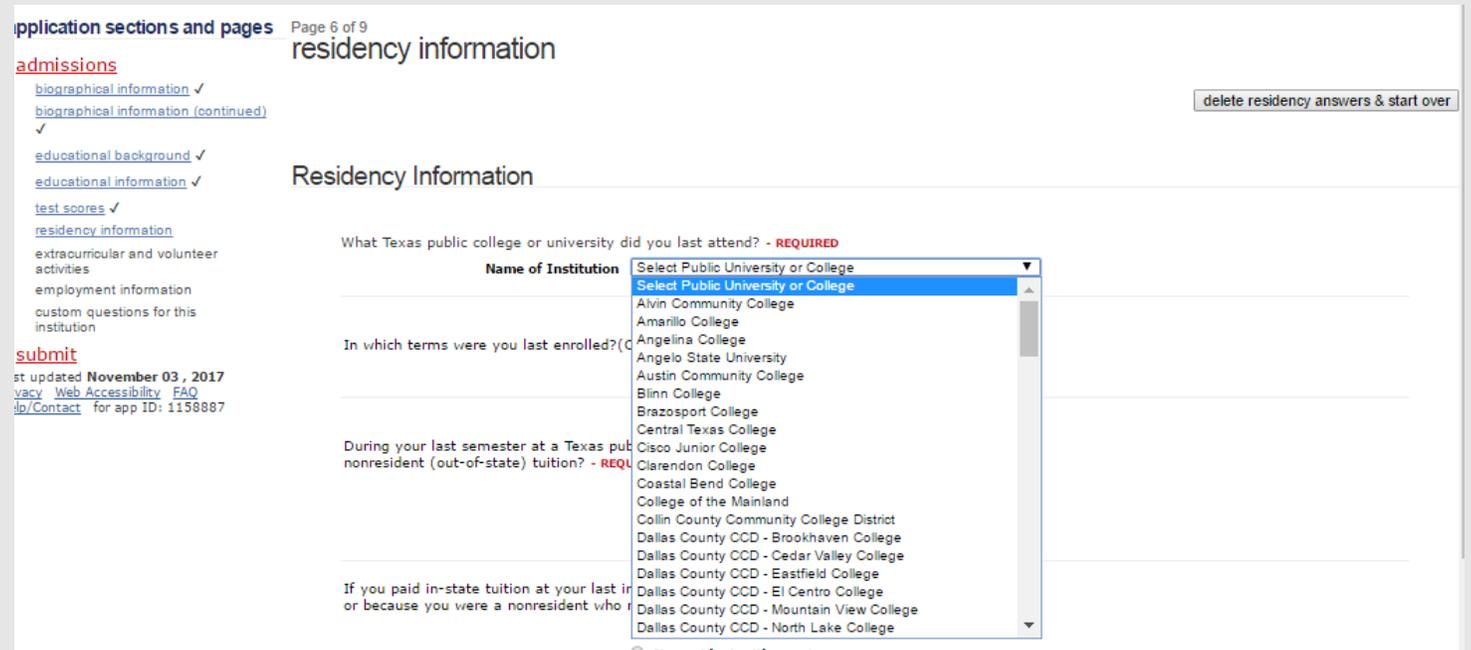
Name of Institution

In which terms were you last enrolled? (C)

During your last semester at a Texas public college or university, did you pay nonresident (out-of-state) tuition? - **REQUIRED**

If you paid in-state tuition at your last institution, or because you were a nonresident who...

Nonresident with a partner



residency information

For non- dual credit students who attended a Texas public college or university :

- Select the school from the pull-down menu.
- Check the boxes for the semesters attended.
- Indicate whether tuition paid was in-state as a Texas resident or if a waiver was used.

Page 4 of 4
residency information

[delete residency answers & start over](#)

Residency Information

What Texas public college or university did you last attend? - **REQUIRED**

Name of Institution

In which terms were you last enrolled?(Check all that apply.) - **REQUIRED**

Spring, 2018 Fall, 2018

During your last semester at a Texas public institution, did you pay resident (in-state) or nonresident (out-of-state) tuition? - **REQUIRED**

Resident (in-state)
 Nonresident (out-of-state)
 Unknown

If you paid in-state tuition at your last institution, was it because you were classified as a resident or because you were a nonresident who received a waiver? - **REQUIRED**

Resident
 Nonresident with a waiver
 Unknown/Not applicable

[save and continue to next question](#)

residency information

For students who are not applying for dual credit/concurrent enrollment:

Students who choose Texas as their state of residency and can answer “yes” to the two questions on this page will not have to answer any other residency questions.

They may save the page and advance to the next section of the application.

Page 4 of 4
residency information

delete residency answers & start over

Residency Information

Of what state or country are you a resident? - **REQUIRED**
State/possession/province or country:

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

save and continue to next question

residency information

For students who are not applying for dual credit/concurrent enrollment:

Students who are not a Texas resident or answer “no” to either of the other two questions on this page will be asked additional residency questions.

Page 4 of 4
residency information

delete residency answers & start over

Residency Information

Of what state or country are you a resident? - **REQUIRED**
State/possession/province or country:

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

save and continue to next question

residency information

Additional questions are asked of dual credit students and those whose previous residency responses did not clearly support Texas residency status:

The questions on this page are asked to determine if the student is financially independent or if parents claim him or her as a dependent for tax purposes.

Based on the responses, the next set of questions will either be directed to the student personally or be asked about the student's parents.

Page 4 of 4
residency information

delete residency answers & start over

Residency Information

Basis of Claim to Residency

Do you file your own federal income tax as an independent tax payer? - **REQUIRED**
(An independent tax payer should not be claimed as a dependent by another person. If you file a joint return with your spouse, answer "Yes.")

Yes No

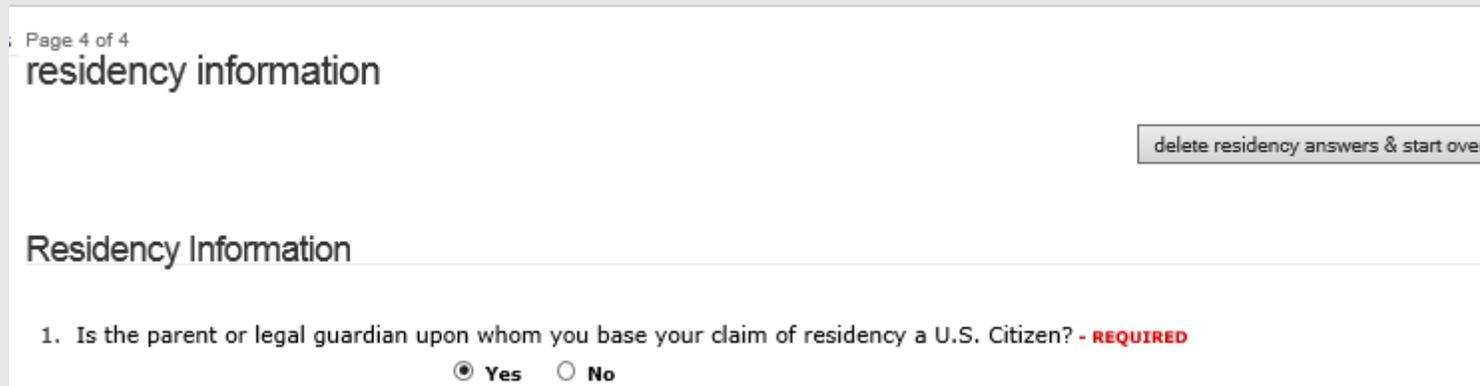
Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian? - **REQUIRED**
(To be eligible to be claimed as a dependent, your parent or legal guardian must provide at least one half of your support. A step-parent does not qualify as a parent if he/she has not adopted the student.)

Yes No

save and continue to next question

residency information

The following questions on this page are the same, but either address the status of the financially independent applicant or the applicant's parents.



Page 4 of 4
residency information

delete residency answers & start over

Residency Information

1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. Citizen? - **REQUIRED**

Yes No

If the parent or legal guardian is a U.S. citizen, answer “yes” and go on to the next question.

If the parent/legal guardian is not a U.S. citizen, a box will pop up asking additional questions.

residency information

If the parent is not a U.S. Citizen:

Does the parent or legal guardian hold Permanent Residency status?

If the parent/legal guardian is not a Permanent Resident, has an application been submitted and is it under review?

If the parent/legal guardian is a foreign national, how is he or she able to live in the U.S.?

Residency Information

1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. Citizen? - **REQUIRED**

Yes No

Non-U.S. Citizen parent/guardian information

a. If not, is the parent or legal guardian upon whom you base your claim of residency a Permanent Resident of the U.S.?

Yes No Reset answer-Not Applicable

b. Is this parent or legal guardian a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (Your parent or legal guardian should have received a fee/filing receipt or Notice of Action (I-797) from USCIS showing your I-485 has been reviewed and has not been rejected.)

Yes No Reset answer-Not Applicable

c. Is this parent or legal guardian a foreign national here with a [visa eligible to domicile in the United States](#) or is he/she a Refugee, Asylee, Parolee or here under Temporary Protective Status?

If so, indicate which:

residency information

If the parent is not a U.S. citizen:

Does the parent or legal guardian currently live in Texas?

2. Does this parent or legal guardian currently live in Texas? - **REQUIRED**
If he or she is out of state due to a temporary assignment by your employer or other temporary purpose, please explain in the "General Comments" box at the end of the residency section of this application.

Yes No

If the parent/legal guardian currently lives in Texas:

- How long has he or she lived here?
- What brought them to Texas?

3. If your parent or legal guardian is currently living in Texas:

a. How long has he or she been living here ?

Lived in Texas for: Years: Months:

b. What is your parent's or legal guardian's main purpose for being in the state?
If for reasons other than those listed here, give an explanation in the "General Comments" box at the end of the "General Comments" box at the end of the residency section of this application.

Go to college Establish/Maintain a home Work Assignment

residency information

4. If your parent or legal guardian is a member of the U.S. military:

a. Is Texas his or her Home of Record?

Yes No Reset answer-Not Applicable

b. What state is listed as his or her military legal residence for tax purposes on his or her Leave and Earnings Statement?

Select one 

If the parent or legal guardian is not in the U.S. military, skip this question.

Do not choose “Not Applicable”.

residency information

The remaining questions ask about property and business ownership, employment and other financial support.

After answering the questions, save the page.

5. Do any of the following apply to your parent or legal guardian:

a. Hold the title (Warranty Deed, Deed of Trust, or other similar instrument that is effective to hold title) to residential real property in Texas?
 Yes No
If yes, date acquired: / ← 4-digit year

b. Have ownership interest and customarily manage a business in Texas without the intention of liquidation in the foreseeable future?
 Yes No
If yes, date acquired: / ← 4-digit year

6. For the past 12 months:

a. Has your parent or legal guardian been **gainfully employed** in Texas? - **REQUIRED**
 Yes No

b. Has your parent or legal guardian received primary support from a social service agency? - **REQUIRED**
 Yes No

7. Is your parent or legal guardian married to a person who could claim "yes" to any part of question (5) or (6)? - **REQUIRED**
 Yes No

a. If yes, indicate which question could be answered "yes" by your parent or legal guardian's spouse:

b. How long has your parent or legal guardian been married to the Texas Resident?
Married to TX resident for: Years: Months:

residency information

If students have other information to share about their specific residency situations, the text box may be used to send this information to the school .

Save the page to continue.

Page 4 of 4
residency information

delete residency answers & start over

Residency Information

General Comments

Is there any additional information that you believe your college should know in evaluating your eligibility to be classified as a resident? If so, please provide it below.
A maximum of 10 lines will be sent.

save and continue to next question

residency information

The last page of the residency section recaps the student's residency responses.

To make changes, click in the grey box at the top right of the screen to delete all responses and start the section again.

When all responses have been reviewed and are correct, save the page.

Page 4 of 4
residency information

delete residency answers & start over

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: No

save page and continue with application

Page 4-preliminary visa page- for non-U.S. citizens only

International applicants are asked if they are currently residing in the U.S. and what type of visa they expect to use while in school.

Questions are also asked about financial support and marital status.

application sections and pages

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- [biographical information](#) ✓
- [educational background](#) ✓
- [educational information](#) ✓
- [preliminary visa information](#) ✓

custom questions for this institution

[submit](#)

preliminary visa information

Immigration Status

If you are admitted, additional information regarding your immigration status is required. Upon submission of your electronic application, you will be sent a "Certification of Financial Responsibility" form to complete and return to the school to which you are applying. If you are, or will be, in F-1 or J-1 status, evidence of adequate financial support is required for issuance of an immigration document (Form I-20 or Form DS-2019).

Are you currently residing in the U.S.? - **REQUIRED**

Yes No

If you will require a change in your visa status, what type of visa is expected?

Student (F-1) Visa Exchange (J-1) Visa

Expected source of financial support if you are, or will be, in F-1 or J-1 status

Personal or family funds

Government or private sponsor (include full name of sponsor below)

Other (please specify source below)

What is your marital status?

Married Single

preliminary visa page- for non-U.S. citizens only

International applicants are asked not only about their own immigration status, but also about the status of their spouse and children, if applicable.

Dependent Information

List the following information for all dependents who will require immigration documents to accompany you to the U.S. (including your future spouse, if you plan to marry before traveling to the university).

List spouse and children's name(s) as they appear on their passports.

Please note: the certification of financial responsibility must include sufficient support for your dependents.

Spouse Information

Full Legal Last/Family Name	<input type="text"/>
First/given name	<input type="text"/>
Middle name	<input type="text"/>
Date of Birth	Month ▼ / Day ▼ / <input type="text"/> « 4-digit year
Spouse city of birth:	<input type="text"/>
Spouse country of birth	Select a country ▼
Spouse country of citizenship	Select a country ▼

Child 1 Information

Legal Last/Family Name	<input type="text"/>
Legal First/Given Name	<input type="text"/>
Legal Middle Name	<input type="text"/>
Child's Date of Birth	Month ▼ / Day ▼ / <input type="text"/> « 4-digit year
City of birth	<input type="text"/>
Country of birth	Select a country ▼
Country of Citizenship	Select a country ▼

Child gender

Male Female

preliminary visa page- for non-U.S. citizens only

Applicants who wish to authorize another person to discuss their admissions file should enter the contact information in the application representative fields.

Naming an application representative is optional.

Admitted students will be required to provide additional information regarding their immigration status.

application representative

U.S. law (Family Rights and Privacy Act of 1974) prohibits universities from releasing information about you to anyone else. If you want someone besides yourself to be able to discuss your file with the target university's admissions office, please fill in information below:

Application Representative Information

Representative Title	<input type="text" value="Title"/>	
Representative Name	<input type="text"/>	
Representative Phone	<input type="text"/>	<< numbers only
Representative Phone Country Code	<input type="text"/>	<< if not a U.S. number
Representative Address Line 1	<input type="text"/>	
Representative Address line 2	<input type="text"/>	

custom question page

Each institution may add custom questions that are specific to their school.

Custom questions may be asked of all students who apply or may be added to a specific major or group of majors.

custom question page

Custom questions marked as “Required” must be answered.

Questions that are shown as “Optional” do not have to be answered, but they must be acknowledged and saved.

application sections and pages Page 5 of 5

[admissions](#)

- [biographical information](#) ✓
- [educational background](#) ✓
- [educational information](#) ✓
- [residency information](#) ✓
- [custom questions for this institution](#)

[submit](#)

custom questions for this institution

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.

Residency District – **REQUIRED**

If you live in the state of Texas, do you reside in any of the following school districts?

- Austin ISD**
- Del Valle ISD**
- Elgin ISD**
- Hayes ISD**
- Leander ISD**
- Manor ISD**
- Round Rock ISD**
- City of Austin (some Eanes and Pflugerville ISD)**
- I do not live in any of these school districts**

Save this question and remain on this page.

custom question page

application sections and pages

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custom questions for this institution

[admissions](#)

- [biographical information](#) ✓
- [educational background](#) ✓
- [educational information](#) ✓
- [residency information](#) ✓
- [custom questions for this institution](#)

[submit](#)

Residency District successfully saved

Save this question and page and continue with your application.

Unsaved Questions	Saved Questions
All custom questions have been saved. Save this page to continue with your application.	Residency District - REQUIRED

After each of the individual custom questions are answered, students will save the page.

certification page

Students should read each of the sections about the terms and conditions of using the ApplyTexas application, then check the boxes to acknowledge that the information has been read and is understood.

certification of information - **REQUIRED**

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 in a printout of this page to the institution to which you are applying.

Notification 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. The Texas Higher Education Coordinating Board, 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, cellular, text message, or automated telephone dialing equipment). Your information will not be sold for commercial purposes.

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.

certification page

This page includes a link to the FAFSA application, <https://fafsa.ed.gov/>.

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.

save and proceed to application submission

The non-discrimination clause says that qualified students will be admitted to Texas colleges and universities regardless of race, color, gender, sexual orientation, creed, age, national origin or disability.

None of the 2-year institutions that use ApplyTexas currently charge a fee to apply.

Questions about the application?

Contact the application help desk, applytexas@austin.utexas.edu

