AlamoENROLL
Ready, Set, Apply!
Your Guide to completing the ApplyTexas Application
Ready, Set, Apply!

To be admitted to the Alamo Colleges, you must submit an:

1. ApplyTexas application
2. Official transcript (see Slide 4)
**Using Ready, Set, Apply!**

<table>
<thead>
<tr>
<th>Option 1 - I want to:</th>
<th>Option 2 – I want to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have Step by Step Assistance:</td>
<td>Focus only on critical information impacting my Admissions processing:</td>
</tr>
<tr>
<td>Review each <em>Ready, Set, Apply</em> slide as you complete the ApplyTexas application.</td>
<td>Review slides 4, 14, 18, 23, 24 and 25.</td>
</tr>
<tr>
<td>Admissions Type</td>
<td>Official Transcript Requirement</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| High School Graduates                               | Graduated: official transcript with high school graduation date  
Not Graduated at time of application: official transcript that includes at least six complete semesters  |
| Dual Credit Graduates                               | Official Transcript Requirement                                                                                                                                 |
| Early Admissions Applicants                         | Official Transcript Requirement                                                                                                                                 |
| GED Applicants                                      | GED test scores report issued by the state where the test was taken and passed  
GED Applicants  
GED test scores report issued by the state where the test was taken and passed  |
| Home Schooled Graduates                             | Graduated: notarized transcript of the high school equivalent work completed and the date of graduation.  
Not graduated at the time of application: sealed and notarized non-final transcript of the high school equivalent work that includes at least six (6) complete semesters |
| Former Alamo Colleges Students                      | Must satisfy all applicable admissions requirements prior to Registration. Students with dismissals more than ten (10) years old enter in Good Academic Standing. Returning students whose last status was Academic Dismissal must petition for readmission as outlined under Academic Standing and Probation. |
| College or University Transfers                     | Last college or university attended. To ensure that all transferable credits are awarded, a student must submit all college or university transcripts with all grades posted.  
Official Community College of the Air Force (CCAF) transcripts fulfill the last college attended admissions requirement. |
| College or University Transients                    | Fall & Spring: Official in-progress transcript from the university. If students remain enrolled for the subsequent semester, they must submit an official transcript with final grades posted.  
Summer only: No transcript required. |
| International Students                              | All foreign transcripts must be translated into English by a member of the American Translators Association. Students seeking transfer credit from foreign institutions must submit the official transcript evaluated by a member of the National Association of Credential Evaluation Services (NACES). |
| Senior Citizens                                     | Credit courses: Last college or university attended  
Audit of credit courses: No transcript required |
Application Tips

Before you get started, make sure you know the following:

1) Email address

2) Social Security Number
   a. While it is not required, if you plan to apply for Financial Aid, your SSN will be necessary to match your admissions record to the Free Application for Federal Student Aid (FAFSA).
   b. Some Military and Veteran programs require an SSN; please provide your SSN if you intend to access these programs

3) Full legal name.
   a. In order to avoid delays in your financial aid, your name on ApplyTexas should be the same as the FAFSA

4) If you live in Texas, know your county

5) If you have Permanent Resident Alien Number or are on a Visa, make sure you know your Visa type or Permanent Resident Alien Number.
4 Easy Application Steps

1) Create your ApplyTexas account or log in using an existing account.
   a. www.applytexas.org

2) Use the Ready, Set, Apply slides for guidance and tips

3) Build the “Profile” section: This is needed to start your application

4) Complete and Submit your “Application” section
Need Help? No Problem!

Instructions are available on each application page!

Watch for these call outs for helpful tips!
Click here to create an account
If you live in the U.S., leave “Country” as is.
“My Applications” Section

Click on “Start a New Blank Application”
Select “Create a new 2 year college admissions application”
Select “search for college by region”: South Region

Select one of the five Alamo Colleges: Northeast Lakeview College, Northwest Vista College, Palo Alto College, San Antonio College, St. Philip’s College.

Please note: If you apply for one Alamo College, you will be automatically considered for all Alamo Colleges.

Select only one of the Alamo Colleges …you are automatically applying to all.
4. “Getting ready to start your application” section:

4a. Select your Semester of Entry

Note: if you apply for one semester and do not enroll, then you will need to submit a NEW application for the semester when you will enroll.

Click the semester you plan to begin. Information for the college you selected should appear below.
Did you notice the application deadline? Be sure to let your friends know!

If you are unsure what to select, more information is on the next slides.
4b. Select First Choice School: This is where you will select your degree, you will select your major on the next page.

   i. Choose one of the following degrees:

   1. **Associate of Arts**: specifically designed for transfer to most public colleges and universities. Here are some examples of the majors you will find offered with this degree:
      a. Dance, Fine Arts, Psychology, Sociology, Music

   2. **Associate of Science**: specifically designed for transfer to most public colleges and universities. Here are some examples of the majors you will find offered with this degree:
      a. Biology, Chemistry, Nursing, Pre-Medicine, Engineering, Computer Science

   These are only samples; for a complete list, jump to slide 16 to access your college’s list.
3. **Associate of Arts in Teaching**: specifically designed for transfer to most public colleges and universities. Here are some examples of the majors you will find offered with this degree:
   a. 8-12 Specialization, Teaching (EC-6 Generalist)

4. **Associate of Applied Sciences**: designed for learning specific professional/technical skills and to assist students to enter the workforce. Examples of the majors you will find offered with this degree:
   a. Aviation, Digital Media, Culinary Arts, Nursing

5. **Certificates**: part of the career and technical offerings and require fewer semester hours. Most can be applied toward an AAS degree
   a. Cisco Certified Network Associate, Basic Nursery and Landscape Operations, Welding, Child Development Associate
Alamo Colleges Degree Plans & Certificates

- **Northeast Lakeview College**
  [http://mynlccatalog.alamo.edu/content.php?catoid=89&navoid=3287](http://mynlccatalog.alamo.edu/content.php?catoid=89&navoid=3287)

- **Northwest Vista College**
  [http://mynvcatalog.alamo.edu/content.php?catoid=90&navoid=3430](http://mynvcatalog.alamo.edu/content.php?catoid=90&navoid=3430)

- **Palo Alto College**
  [http://mypaccatalog.alamo.edu/content.php?catoid=88&navoid=3220](http://mypaccatalog.alamo.edu/content.php?catoid=88&navoid=3220)

- **St. Philip’s College**
  [http://myspcatalog.alamo.edu/content.php?catoid=92&navoid=3649](http://myspcatalog.alamo.edu/content.php?catoid=92&navoid=3649)

- **San Antonio College**
  [http://mysaccatalog.alamo.edu/content.php?catoid=91&navoid=3568](http://mysaccatalog.alamo.edu/content.php?catoid=91&navoid=3568)
Select Major

If you are still deciding on a major, select “General Studies” (or Liberal Arts).
If you do not find your major, go back and change your degree in the “Select First Choice School”.

You can access the college lists on slide 16 to learn what majors are offered at each Alamo College.

Click on the “Continue to my application” button.
“Biographical Information” section:

Enter your Social Security Number. The Social Security Number (SSN) is not required for the application and is optional, but it is recommended. The SSN is REQUIRED if applying for Financial Aid.

Many fields will already be completed based upon information from your profile.
“Educational background” section:
Utilize the “Find your High School” button to select your high school.

If your high school does not appear, select “School Not Found.”
Be sure to include your graduation date.
Add all colleges previously or currently attending (including Dual Credit)

<table>
<thead>
<tr>
<th>Previous College 1 Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search for College 1: Find College or University 1</td>
</tr>
<tr>
<td>Name of Institution:</td>
</tr>
<tr>
<td>College Code:</td>
</tr>
<tr>
<td>College Location</td>
</tr>
<tr>
<td>College 1 City or Country:</td>
</tr>
<tr>
<td>College State: Select U.S. state</td>
</tr>
<tr>
<td>Dates of Attendance</td>
</tr>
<tr>
<td>Attended starting from: Month /</td>
</tr>
<tr>
<td>Attended to: Month /</td>
</tr>
<tr>
<td>Hours earned:</td>
</tr>
</tbody>
</table>

Enter whole numbers in the first (left) box and fractions in the second (right) 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: | |
| Degree Date: Month / | |
| Type of Degree: Select degree type | |

Include all colleges attended. If the last college attended is other than one of the Alamo Colleges, be sure to submit an official transcript in order to be admitted. (addresses on next slide)
Submit Official Transcripts To:

High School or GED transcripts are required for those without prior college (includes those with only Dual Credit coursework). Current high school students may submit an official 6 semester transcript pending graduation.

College transcripts are required if you have prior college coursework.

Have your previous institution(s) send official transcripts and test scores to the following:

Northeast Lakeview College
Records/Transcripts
1201 Kitty Hawk Rd.
Universal City, TX 78148

Northwest Vista College
Records/Transcripts
3535 N. Ellison Dr.
San Antonio, TX 78251

Palo Alto College
Records/Transcripts
1400 W. Villaret
San Antonio, TX 78224

St. Philip’s College
Records/Transcripts
1801 Martin Luther King Dr.
San Antonio, TX 78203

San Antonio College
Records/Transcripts
1300 San Pedro Dr.
San Antonio, TX 78212

Alamo Colleges
EDUCATIONAL INFORMATION

Select your Admission Basis.

It is very important to **select the correct type**. If you are not certain, use the chart on the next slide to assist you.

If you are/were a dual credit student and have, or will have graduated from high school by the time you start college, please select High School Graduate.

**IMPORTANT!** Before you complete the application, see the following slide for definition of “Admission Basis”
What type of student am I? Find the description that best fits you and select your Admission Basis on the ApplyTexas application!

<table>
<thead>
<tr>
<th>If you have NEVER attended college (excluding Dual Credit), select one of the following:</th>
<th>If you have attended college, select one of the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>High School Graduate:</strong> You have, or will have, graduated from high school by the time you start college. If you earned dual credit in high school and have now or will have graduated, you should select High School Graduate.</td>
<td><strong>College Transfer, Degree-seeking:</strong> You have previously attended another college and you plan to complete a degree.</td>
</tr>
<tr>
<td><strong>GED:</strong> You have, or will have, your GED before you start college.</td>
<td><strong>College Transfer, Not Degree-seeking:</strong> You have previously attended another college and you do not plan to complete a degree.</td>
</tr>
<tr>
<td><strong>Home Schooled/High School Graduate:</strong> You have, or will have, completed the curriculum outlined for your home schooled diploma.</td>
<td><strong>Transient:</strong> You are enrolled at another college or university and plan to take courses with the Alamo Colleges for only one semester.</td>
</tr>
<tr>
<td><strong>Individual Approval:</strong> You are 18 years or older and do not have a high school diploma or GED. This admission type requires approval from Admissions and Records.</td>
<td><strong>Readmission from prior semester:</strong> You have previously attended one or more of the Alamo Colleges. Select this even if you attended another college or university since you left the Alamo Colleges.</td>
</tr>
<tr>
<td><strong>Dual Credit:</strong> You are seeking to earn college credit for certain high school courses in which you are currently enrolled while completing high school requirements. Must comply with Dual Credit, Early College and Alamo Academy deadlines.</td>
<td>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:</td>
</tr>
</tbody>
</table>

Select your Admission Basis here.
“Residency” section

The information provided in this section will determine your tuition rate. Read each question carefully. If you have questions about your residency status after you have been admitted, please contact your college’s Residency team.

Residency is used to determine the amount of tuition you will owe. Carefully complete this section.

Click on Texas map for locations of the Alamo Colleges’ on and off-campus sites.
“Custom Question” section

College Connection question: If you are a CURRENT high school senior attending one of the following Independent School District’s, answer “yes” to this question.

<table>
<thead>
<tr>
<th>Alamo Heights</th>
<th>Lackland</th>
<th>Schertz-Cibolo</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Central</td>
<td>Marion</td>
<td>Seguin</td>
</tr>
<tr>
<td>Edgewood</td>
<td>Navarro</td>
<td>Somerset</td>
</tr>
<tr>
<td>Ft. Sam Houston</td>
<td>North East</td>
<td>South San Antonio</td>
</tr>
<tr>
<td>Harlandale</td>
<td>Northside</td>
<td>Southside</td>
</tr>
<tr>
<td>Judson</td>
<td>San Antonio</td>
<td>Southwest</td>
</tr>
</tbody>
</table>

Almost done!
Certification of Information

Read each statement and check box to acknowledge

If you do not mark “agree” to the 3 statements, your application will not be submitted.
Submit Application and write down your Application ID number

What’s Next?

- Receive letter from ApplyTexas
- Receive letter from Alamo Colleges with admissions status and directions toward completing AlamoENROLL checklist requirements.

You can confirm your application was submitted, view and copy.
We look forward to seeing you soon!

Thank You.