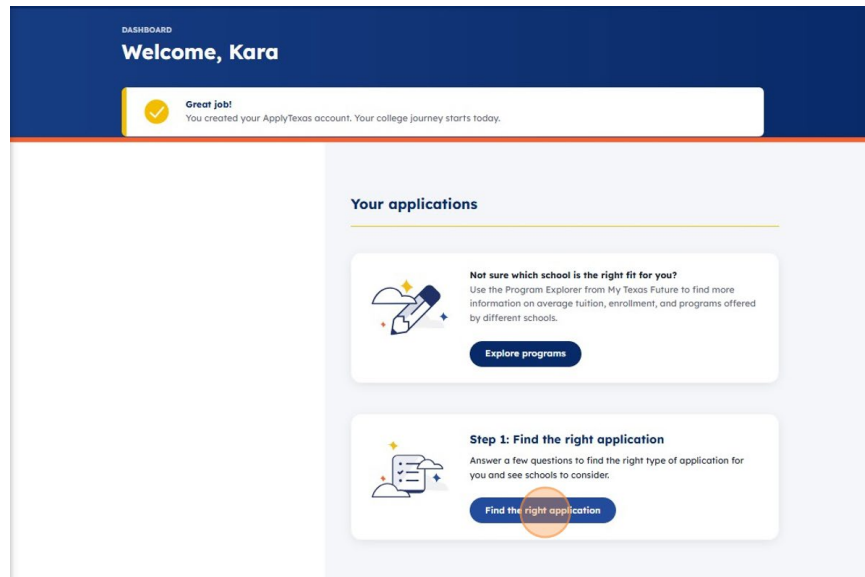




**UTTyler**  
THE UNIVERSITY OF TEXAS AT TYLER

# Dual Credit App on ApplyTexas

1. Hello. This video will show you how to apply as a dual credit student through an ApplyTexas application. You'll start by creating yourself an account. You'll need an email and then you will create a password. Once you have that account set up we can begin by selecting 'find the right application'.



2. You will go through some screening questions before moving on to core questions for ApplyTexas. The first question says, are you currently in high school or middle school? As a Dual Credit applicant you should be in high school or middle school, the answer will be yes.

**APPLY TEXAS** Dashboard Core questions School search Welcome, Kara

## High school status

Page 1 of 3

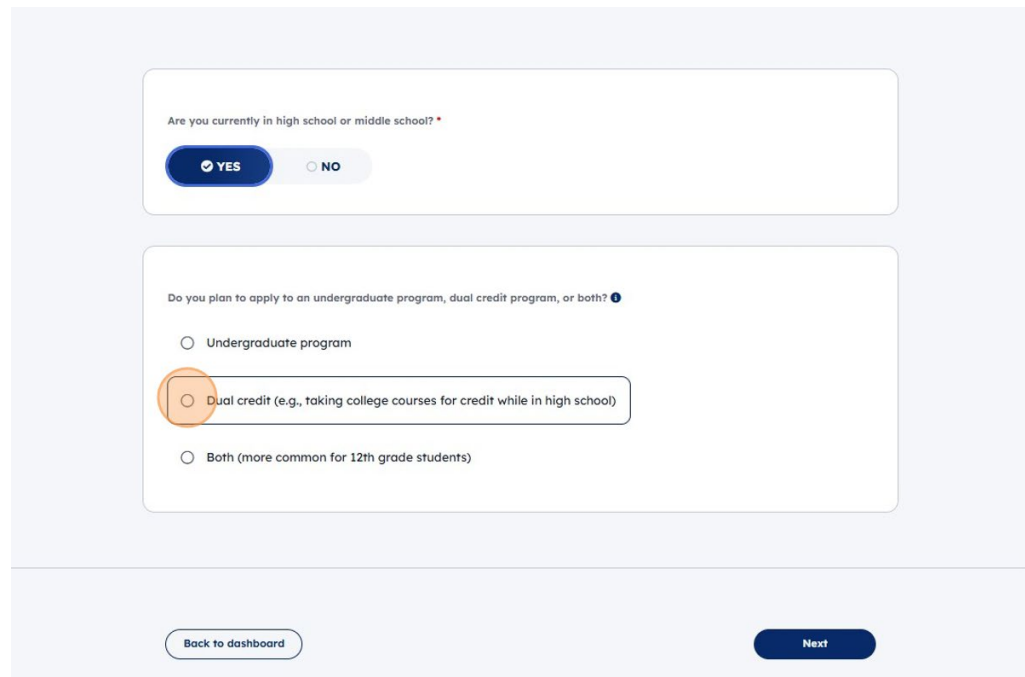
On this page, let us know if you are in middle or high school currently and if you are applying for dual credit. We use your response to determine which application you should use.

Are you currently in high school or middle school? \*

☒ YES ☐ NO

Back to dashboard Next

3. Do you plan to apply to an undergrad program, dual credit or both. In this instance, we're going to be taking dual credit coursework and so that's going to be the option that's selected.



The form consists of two main sections. The first section asks, "Are you currently in high school or middle school?" with radio buttons for "YES" (selected) and "NO". The second section asks, "Do you plan to apply to an undergraduate program, dual credit program, or both?" with three radio button options: "Undergraduate program", "Dual credit (e.g., taking college courses for credit while in high school)" (highlighted with an orange circle), and "Both (more common for 12th grade students)". At the bottom, there are two buttons: "Back to dashboard" and "Next".

Are you currently in high school or middle school? \*

☒ YES ☐ NO

Do you plan to apply to an undergraduate program, dual credit program, or both? ⓘ

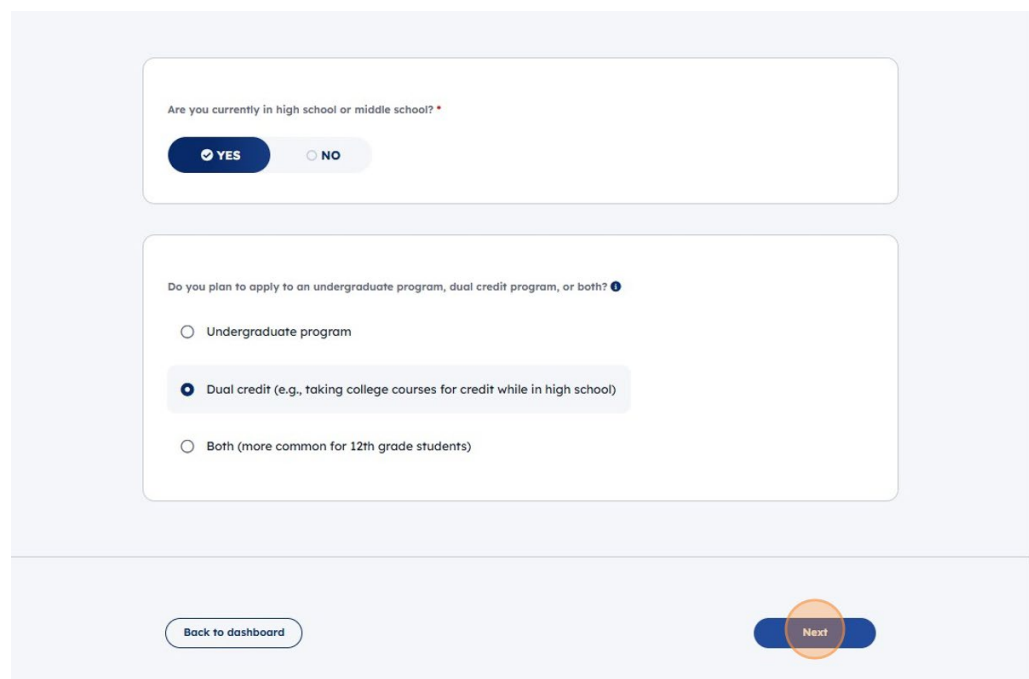
☐ Undergraduate program

☒ Dual credit (e.g., taking college courses for credit while in high school)

☐ Both (more common for 12th grade students)

[Back to dashboard](#) [Next](#)

4. Select Next.



This form is identical to the one above, but the "Next" button at the bottom right is highlighted with an orange circle, indicating the next step in the process.

Are you currently in high school or middle school? \*

☒ YES ☐ NO

Do you plan to apply to an undergraduate program, dual credit program, or both? ⓘ

☐ Undergraduate program

☒ Dual credit (e.g., taking college courses for credit while in high school)

☐ Both (more common for 12th grade students)

[Back to dashboard](#) [Next](#)

5. Are you a US citizen? Answer the questions according to your citizenship status. Once complete, select Next.

APPLY TEXAS

Dashboard Core questions School search Welcome, Kara

## US citizenship

Page 3 of 3

Get help with this section →

On this page, enter information about your citizenship status. We use your response to determine if you're applying as a domestic or international student.

Are you a U.S. Citizen? \*

☒ YES ☐ NO

Back Next

6. Now you can start your core questions and that will give information about your current high school and personal goals.

## Great job!

You've completed the first step in applying to a school! Based on your answers, these are the types of applications you're eligible for:

**Dual credit**  
Apply to take college courses for credit while in high school.

Please contact your high school counselor to learn which institution you are eligible to apply to.

Not seeing what you expected?  
If the results don't include a type you were looking for, [update your responses](#).

You can also learn how your responses determine your eligibility. ⓘ

### Next up: Complete Core Questions

Core Questions are a set of common questions you can use to apply to multiple schools.

Go to Dashboard Start Core Questions

7. On this page, you have a side panel that shows you the type of questions that are going to be asked and your progress. in the center screen you have an overview of the questions that are going to be asked. Select next.

This screenshot shows the 'Here's what to expect' page. On the left is a side panel with a list of question categories: 'Your name', 'Contact', 'Background', 'Military status', 'Foster care', 'Language', 'Household', 'Education and testing', and 'Activities and achievements'. The main content area has a heading 'Here's what to expect:' followed by an introductory paragraph. Below this is a numbered list of six categories with brief descriptions: 1. Your name, 2. Contact, 3. Background, 4. Military status, 5. Foster care, and 6. Language. To the right of this list is a box titled 'Documents you might need:' containing a bulleted list of required documents: Birth certificate, Social Security number, and Military Leave and Earnings Statement. At the bottom of the page are 'Back' and 'Next' buttons, with the 'Next' button highlighted in blue.

8. Your name should auto fill in from the account that you created. If any details are missing, you can update those. If you went by another name at any point in time, add the previous name. You can also list a preferred name and then go ahead and check this box that confirms your name is represented correctly. Select Next.

This screenshot shows the 'Your name' page. The side panel on the left is titled 'Core Questions' and lists the same categories as the previous page, with 'Your name' selected and highlighted. The main content area has a dark blue header with the title 'Your name' and the subtitle 'About you • Step 1 of 6'. Below the header is an introductory paragraph. The form contains several input fields: 'First name' (with 'Kara' entered), 'Middle name', 'Last/Family name' (with 'Danvers' entered), and 'Suffix' (with '--' selected from a dropdown). There is a button '+ Add other name'. Below these is a 'Preferred name' field with 'Kara' entered. At the bottom is a 'Name confirmation' section with a checkbox and the text 'By checking this box, I confirm that my name is represented correctly above.' At the very bottom are 'Back', 'Save and come back later' (with a 'Not saved' indicator), and 'Next' buttons. The 'Next' button is highlighted with an orange circle.

9. Here, you'll fill out your permanent address. Make sure to validate the address after it has been entered. Scroll down once complete.

The screenshot shows a web form titled "Address information". On the left is a sidebar with a list of categories: Military status, Foster care, Language, Household (selected), Education and testing, and Activities and achievements. The main form area has a section for "Permanent address" with a sub-header "Your permanent address describes where you live. This is usually an apartment, house, or other place of residence." Below this are several input fields: "Permanent country \*" (a dropdown menu with "United States" selected and a blue circle highlight), "Permanent street address \*" (a text field with "Ex: 123 Main St"), "Permanent street address line 2" (a text field with "Ex: Apt1A or #2B"), "Permanent state \*" (a dropdown menu with "--" selected), "Permanent city \*" (a text field), and "Postal / ZIP code \*" (a text field). At the bottom right of the form is a "Validate Address" button. Below the form are two questions with radio button options: "Is your residential address different from your permanent address?" (YES/NO) and "Is your mailing address different from your permanent address?" (YES/NO).

10. When validating the address we encourage you to select the Recommended version of the address.

The screenshot shows a "Confirm your address" modal window. At the top, it says "On this page, we ask you to enter your address, email, and phone number. This information helps schools contact you with questions or information about your application." Below this is a close button (X). The modal contains two options: "Recommended (USPS verified address)" (selected with a blue circle) and "What you entered" (unselected with a radio button). The "Recommended" option shows the address "3900 UNIVERSITY BLVD" and "TYLER, TX 75799-6600". The "What you entered" option shows "3900 University Blvd" and "Tyler, TX 75799". At the bottom right are two buttons: "Edit" and "Confirm" (highlighted with a blue circle).

11. The next two questions are confirming your residential address and mailing address. If these are different than your permanent address, select Yes to enter a different option. If these are the same, select No to move forward.

The screenshot shows a form for confirming residential and mailing addresses. At the top, a card displays the current address: 3900 UNIVERSITY BLVD, TYLER, TX 75799-6600, with an 'Update' button. Below this is a 'Validate Address' button. The first question is 'Is your residential address different from your permanent address?' with radio buttons for 'YES' (selected) and 'NO'. The second question is 'Is your mailing address different from your permanent address?' with radio buttons for 'YES' and 'NO'. Below these questions is a dashed line. The section is titled 'Email address' and contains the question 'Use my ApplyTexas account email on my applications' with radio buttons for 'YES' and 'NO' (selected).

12. Next is your email address. If you would like to use the email address associated with your ApplyTexas account, select Yes. If you would like to use a secondary email account, select No.

The screenshot shows the 'Email address' section of the form. It includes the question 'Use my ApplyTexas account email on my applications' with radio buttons for 'YES' and 'NO' (selected). Below this is a 'Preferred email' field with an asterisk, followed by a dashed line. The section is titled 'Phone numbers' and includes a 'Preferred phone number' field with an asterisk, followed by a dashed line. Below this is an 'International preferred phone country code' field.

13. Next is the phone number, enter your preferred phone number and select the type of phone. If you have a second phone line you would like to add, select Yes on the alternative phone section. Once all phone numbers associated with you have been entered, select Next.

**Phone numbers**

Preferred phone number \*

International preferred phone country code

Preferred phone type \*

Work

Do you have an alternate phone? \*

☐ YES ☒ NO

Back Save and come back later Next

Saved 3 minutes ago

14. Your date of birth should auto populate from your account details. After confirming the accuracy of the date, select the checkbox indicating the information is correct.

**Date and place of birth**

Date of birth \*

01/02/2010

By checking this box, I confirm that my date of birth is represented correctly above. \*

☒ By checking this box, I confirm that my date of birth is represented correctly above.

**Place of birth**

Place of birth (city, state, country) \*

Enter city

☐ I can't find my city.

15. In the place of birth textbox, type the city you where born in. The State and Country should auto populate.

The screenshot shows a form with a sidebar on the left containing navigation links: Background, Military status, Foster care, Language, Household, Education and testing, and Activities and achievements. The main content area is titled 'Date and place of birth'. Under 'Date of birth', the date 01/02/2010 is entered. Below this, a confirmation checkbox is checked. The 'Place of birth' section has a text input field containing 'Tyler, T'. A dropdown menu is open, showing 'Tyler, TX, USA' as the selected option. There is also an unchecked checkbox labeled 'I can't find my city.'

16. If you are unable to pull up your place of birth using the city, select the checkbox that states, "I can't find my city." A new textbox will appear allowing you to first select your country and then city.

This screenshot shows the same form as the previous one, but with the 'Activities and achievements' link selected in the sidebar. In the 'Place of birth' section, the 'I can't find my city.' checkbox is now checked and highlighted with an orange circle. Below this, a new section appears with two input fields: 'Country of birth' and 'City of birth'. The 'Country of birth' field has a dropdown arrow. Below these fields, the 'I can't find my city.' checkbox is repeated. The form also shows the 'Gender, race, and ethnicity' section, with the question 'What is your gender?' and a radio button for 'Male'.



17. Next you will be answering questions over your gender, race, and ethnicity. If you determine you would prefer not to answer these questions you may do so at any time by selecting 'Prefer not to say'.

The screenshot shows a sidebar on the left with navigation links: Foster care, Language, Household, Education and testing, and Activities and achievements. The main content area is titled "Gender, race, and ethnicity". It contains three sections: "What is your gender?", "Are you of Hispanic, Latino, or Spanish origin?", and "What is your race?". In the first section, the "Female" radio button is selected and highlighted with an orange circle. In the second section, the "No" radio button is selected. In the third section, the "Prefer not to say" radio button is selected. A dashed line separates the third section from the next one.

**Gender, race, and ethnicity**

What is your gender? ⓘ

☐ Male

☒ Female

☐ Prefer not to say

Are you of Hispanic, Latino, or Spanish origin? ⓘ

☐ Yes

☒ No

☐ Prefer not to say

What is your race? (Select all that apply) ⓘ

18. Your Citizenship information should auto populate from the ApplyTexas profile. Your Social Security Number is an optional section. You may omit this section, however be aware some schools may still request this information from you at a later date.

The screenshot shows the same sidebar as the previous form. The main content area is titled "Citizenship information". It contains three sections: "Are you a U.S. citizen?", "Social Security Number", and "Are you currently residing in the U.S.?". In the first section, the "Yes" radio button is selected. In the second section, the "Enter SSN" text is highlighted with an orange circle. In the third section, the "YES" radio button is selected. Below the third section, there is a paragraph of text and another "YES" radio button.

☐ Prefer not to say

**Citizenship information**

Are you a U.S. citizen? ⓘ

☒ Yes

Social Security Number

Enter SSN

Are you currently residing in the U.S.? \*

☒ YES ☐ NO

Do one or more of these apply to your life? Have a disability, have financial difficulties, want a job that people of the opposite sex usually have (like welding for a woman or nursing for a man), single parent, single pregnant woman, unemployed, still learning English, don't have a regular place to live, foster care now or in the past, or have a parent on active duty in the military ⓘ

☒ YES ☐ NO

If you answered 'Yes' above, do you want to learn more about services and support that may be available to help you succeed in

19. Next you will see a section asking if you currently reside in the US. If you do, go ahead and select Yes.

The screenshot shows a web form titled "Citizenship information". On the left is a sidebar with two items: "Education and testing" and "Activities and achievements". The main form area contains the following elements: a question "Are you a U.S. citizen?" with a "Yes" button; a label "Social Security Number" above an "Enter SSN" input field; a question "Are you currently residing in the U.S.?" with "YES" and "NO" radio buttons, where "YES" is selected and highlighted with an orange circle; a paragraph of text asking if certain conditions apply (disability, financial difficulties, etc.); another set of "YES" and "NO" radio buttons; and a final question about wanting to learn more about college services with "YES" and "NO" radio buttons.

20. The next question is attempting to determine if you fall into a category of student that needs additional assistance. Answer the questions accordingly and select Next.

This screenshot shows the same form as the previous one, but with progress. The "Are you currently residing in the U.S.?" question now has the "YES" button highlighted with a blue checkmark and an orange circle. The "Social Security Number" input field now contains the text "Enter SSN". At the bottom of the form, there are three buttons: a "Back" button, a "Save and come back later" link with a clock icon and the text "Saved 2 minutes ago", and a large blue "Next" button.

21. The next section is covering Military associations. Please answer the questions according to your status as an active duty military member, a veteran, a dependent of a veteran, or not applicable. Once finished, select Next.

The screenshot shows the 'Military status' form, which is Step 4 of 6 in the 'About you' section. The left sidebar lists the steps: About you, Your name, Contact, Background, Military status (current), Foster care, Language, Household, Education and testing, and Activities and achievements. The main content area has a blue header with the title 'Military status' and the progress indicator 'About you • Step 4 of 6'. Below the header, a text block states: 'On this page, enter information about you and your family's military status. Schools may use this information to determine if you qualify for financial aid and scholarships.' The question is 'Status as a current U.S. military service-member, veteran, or dependent?'. The answer options are: N/A (selected), Veteran, Current U.S. military service member, Spouse or dependent of a veteran or of a current U.S. military service member, Spouse or dependent of a service member with an injury or illness resulting from military service, and Spouse or dependent of a deceased U.S. service member.

22. The next question covers foster care and adoption in Texas. After answering the questions, select Next.

The screenshot shows the 'Foster care' form, which is Step 5 of 6 in the 'About you' section. The left sidebar lists the steps: About you, Your name, Contact, Background, Military status, Foster care (current), Language, Household, Education and testing, and Activities and achievements. The main content area has a blue header with the title 'Foster care' and the progress indicator 'About you • Step 5 of 6'. Below the header, a text block states: 'On this page, enter information about time you may have spent in foster care in Texas. Schools may use this information to determine if you qualify for financial aid and scholarships.' The question is 'At any time in your life were you placed in foster care or adopted from foster care in Texas? \*'. The answer options are: YES and NO (selected). At the bottom, there are three buttons: 'Back', 'Save and come back later' (with a note 'Saved less than a minute ago'), and 'Next'.

23. In this section you will add languages that you have proficiency in other than English. Select the + option to add languages.

The screenshot shows a sidebar on the left with a 'Core Questions' section. Under 'About you', several options are listed: 'Your name', 'Contact', 'Background', 'Military status', 'Foster care', 'Language' (highlighted with a green circle and a right-pointing arrow), 'Household', 'Education and testing', and 'Activities and achievements'. The main content area has a dark blue header with the title 'Language' and a subtitle 'About you • Step 6 of 6'. Below the header, a text block states: 'On this page, enter information about languages you speak in addition to English. Schools may use this information for reporting purposes. This information may also be used to send communication materials in additional languages and for reporting purposes.' A large white button with a blue outline and a blue plus icon is labeled '+ Add language' and is circled in orange. At the bottom, there are three buttons: 'Back', 'Save and come back later' (with a clock icon and 'Saved less than a minute ago'), and 'Next'.

24. You will need to include the language you speak along with the amount of years you have been fluent in this language. Once all languages are added, select Next.

The screenshot shows the same sidebar as the previous image. The main content area has a white header with the title 'Language 1' and a subtitle 'In addition to English, what languages do you speak fluently?'. A 'Remove language' button with a trash icon is in the top right. Below the header, there are two input fields: 'Select any other language you speak fluently' (with a dropdown menu showing 'Select' and a blue circle next to it, circled in orange) and 'Years spoken'. At the bottom, there are three buttons: 'Back', 'Save and come back later' (with a clock icon and 'Saved less than a minute ago'), and 'Next'.

25. You will now be entering the second section of your ApplyTexas profile. When you are ready to get started select, Next.

The screenshot shows the 'Household' section of the ApplyTexas profile setup. On the left is a sidebar with a 'Core Questions' header and a list of sections: 'About you' (checked), 'Household' (selected), 'Parents or guardians', 'Emergency contact', 'Texas residency', 'Family obligations', 'Education and testing', and 'Activities and achievements'. The main content area has a dark blue header with the word 'Household'. Below it, a section titled 'Here's what to expect:' explains that questions will be asked about parents/guardians, emergency contacts, and residency status. A list of five numbered items follows: 1. Parents or guardians (contact info, education, income), 2. Emergency contact (contact info for schools), 3. Texas residency (where you live, tax info), 4. Family obligations (commitments to family), and 5. Family information (immediate family). To the right, an icon of a house with a star is above the heading 'Documents you might need:', which lists: 'Your residency status', 'Your parent/guardian's citizenship paperwork', 'Your tax records', and 'Your parent/guardian's tax records'. At the bottom are 'Back' and 'Next' buttons, with the 'Next' button highlighted with an orange circle.

26. In this section you will add parent/guardians to your account. Select the + icon to begin adding parental information.

The screenshot shows the 'Parents or guardians' section. The sidebar is identical to the previous screen, with 'Parents or guardians' now selected. The main content area has a dark blue header with 'Parents or guardians' and a sub-header 'Household • Step 1 of 4'. Below the header, a text prompt says: 'On this page, enter information about your parents or guardians. Schools may use this information to contact you.' A section titled 'Add parent or guardian info' contains a horizontal bar with a '+ Add parent or guardian' button, which is highlighted with an orange circle. Below this is a 'Gross income' section with a text prompt: 'Please indicate, for the most recent tax year, your family's gross income. Include both taxed and untaxed income.' Below the prompt is a dropdown menu currently showing '--'. At the bottom are 'Back', 'Save and come back later' (with a 'Not saved' indicator), and 'Next' buttons.

27. Answer all the questions related to your parents. If you need to add a second parent, select the + option.

**Add parent or guardian info**

Education and testing

Activities and achievements

**Parent or guardian 1**

Remove parent or guardian

Please provide primary information on this parent

Title

--

First name \*

Middle Initial

Last name \*

Suffix

--

Relationship to you \*

--

Is this parent/guardian still living? \*

☐ YES ☐ NO

28. At the bottom of the page you will answer a question over the gross income of the household. Select the option that best fits your family's gross income. Select Next.

**Gross income**

Please indicate, for the most recent tax year, your family's gross income. Include both taxed and untaxed income: 1

--

--

Less than \$20,000

\$20,000-\$39,999

**\$40,000-\$59,999**

\$60,000-\$79,999

\$80,000-\$99,999

\$100,000-\$149,999

\$150,000-\$199,999

More than \$200,000

Unknown

Next

29. In this section you will add an emergency contact to your account. You can allow your parents information to copy over to this section by selecting Yes on the first question. If you would like to use someone else, answer all the questions over name, email, address, and phone number. Select Next to move to the next section.

The screenshot shows a form for adding an emergency contact. On the left is a sidebar with three options: 'Family obligations', 'Education and testing', and 'Activities and achievements'. The main content area has a heading 'My emergency contact info is the same as my parent/guardian's information' with two radio buttons: 'YES' and 'NO'. The 'NO' button is selected. Below this is a section titled 'Name' with a 'Title' dropdown menu (showing '--') and a 'First name \*' text input field. Below these is a 'Last name \*' text input field. The next section is titled 'Email and phone' and contains an 'Email address \*' text input field and an 'Email address confirmation \*' text input field. At the bottom is a question 'Does your emergency contact have a phone? \*' with a corresponding text input field. An orange circle highlights the 'Title' dropdown menu.

30. The next section can be lengthy. As you answer general questions the amount of overall questions to establish residency may expand. Answer the questions accordingly and once you have completed the residency section select Next.

The screenshot shows the 'Texas residency' section of a form. On the left is a sidebar with a list of sections: 'About you', 'Household', 'Parents or guardians', 'Emergency contact', 'Texas residency', 'Family obligations', 'Education and testing', and 'Activities and achievements'. The 'Texas residency' section is highlighted with a green circle and a right-pointing arrow. The main content area has a dark blue header with the text 'Texas residency' and 'Household • Step 3 of 4'. Below the header is a paragraph: 'On this page, enter information about where you live. This information helps schools determine if you are a Texas resident. Schools use residency status to determine in and out-of-state tuition and evaluate applications.' Below this is a question 'Of what state are you a resident? \*' with a dropdown menu (showing '--'). Below the dropdown are three buttons: 'Back', 'Save and come back later', and 'Next'. The 'Save and come back later' button is highlighted with an orange circle. Below the 'Save and come back later' button is a small text: 'Saved less than a minute ago'.

31. In this section you will answer questions regarding family obligations. This section is focused on obligations that would prevent you from engaging in extracurricular activities. Answer all the questions and once complete, select Next.

Core Questions

About you

Household

Parents or guardians

Emergency contact

Texas residency

Family obligations

Education and testing

Activities and achievements

## Family obligations

Household • Step 4 of 4

On this page, enter information about any commitments you have to support your family or household. These commitments are an important accomplishment schools want to hear about. Schools may use this information to better understand your activities and achievements.

Do you have family obligations that keep you from participating in extracurricular activities?

☐ YES ☒ NO

How many people, including yourself, live in your household?

[Back](#) [Save and come back later](#) [Next](#)

Saved less than a minute ago

32. The next section will cover education and testing. When you are ready to begin select Next.

About you

Household

Education and testing

High school information

College history

Advanced certifications

Entrance exams

Activities and achievements

## Education and testing

**Here's what to expect:**

In this section, we ask about the high school and college classes you've taken. Your educational details may be used when evaluating your application.

- High school information**  
Questions related to your high school course work and graduation
- College history**  
Information about college courses taken and degrees earned (if applicable)
- Advanced certifications**  
Details on your preprofessional program and teaching certification interest (if applicable)
- Entrance exams**  
Questions related to college entrance and foreign language exams taken (if applicable)

**Documents you might need:**

- High school transcript
- College transcript (if applicable)
- GED or high school equivalency program certificate (if applicable)
- Entrance exam score report

[Back](#) [Next](#)



33. In this section you will enter your current and previous high school information. Start by typing in the name of your high school in the first textbox. As you type, schools that match the name information provided should begin to display. Select your school when you see it appear.

Core Questions

- About you
- Household
- Education and testing
  - High school information
  - College history
  - Advanced certifications
  - Entrance exams
- Activities and achievements

## High school information

Education and testing • Step 1 of 4

In this section, we ask about the high school and college classes you've taken. This helps institutions evaluate which degree programs are the best fit for you. Your educational details may be used when evaluating your application.

### Current or most recent high school

Please provide the following information about your current or most recent high school.

Search for your high school/secondary school \*

tyler le

TYLER LEGACY HIGH SCHOOL - TYLER, TX

☐ I can't find my school

Expected graduation date \*

mm/dd/yyyy

34. If you are unable to find it in the drop down list, select 'I can't find my school' to write in the full information.

are the best fit for you. Your educational details may be used when evaluating your application.

### Current or most recent high school

Please provide the following information about your current or most recent high school.

\*\*\*

☒ I can't find my school

School name \*

School country \* School city \*

Expected graduation date \*

mm/dd/yyyy

35. If you attended more than one high school, select the + option to add any other high schools attended as well as the timeframe in which you added that school.

The screenshot shows the 'Previous high schools' section of the Apply Texas application form. The title 'Previous high schools' is in bold. Below it, the instruction 'Please add all your previous high schools below.' is displayed. A horizontal line separates this section from the 'GED information' section below. A button with a plus sign and the text '+ Add previous high school' is highlighted with an orange circle. Below the 'GED information' section, there is a question: 'Do you have a GED or another high school equivalency program (in the United States)?'. Two radio buttons are present: 'YES' and 'NO'. The 'NO' button is selected and highlighted with an orange circle. At the bottom of the section, there are three buttons: 'Back', 'Save and come back later' (with a small icon and 'Not saved' text), and 'Next'.

36. The last question on this section is referring to earning a GED in Texas. Since you are applying as a Dual Credit student you should be answering this question as No. Select Next.

The screenshot shows the 'GED information' section of the Apply Texas application form. The title 'GED information' is in bold. Below it, the question 'Do you have a GED or another high school equivalency program (in the United States)?' is displayed. Two radio buttons are present: 'YES' and 'NO'. The 'NO' button is selected and highlighted with an orange circle. At the bottom of the section, there are three buttons: 'Back', 'Save and come back later' (with a small icon and 'Not saved' text), and 'Next'. The footer of the page is dark blue and contains the 'APPLY TEXAS' logo on the left and a list of links on the right: 'Contact', 'Counselor suite', 'Terms of service', 'Admin portal', 'Accessibility', 'My Texas Future', and 'Frequently asked questions'.

37. In this section you will include any information over college experience you might have. Answer the questions accordingly.

**College history**

Education and testing • Step 2 of 4

On this page, enter information about any college courses you've taken. Schools request you submit transcripts for all the colleges you've attended. Transcripts should be sent directly to the school you are applying to. This information helps schools understand your educational background and may be used by schools when evaluating your application.

**Previous college/university experience**

Have you ever taken any college courses? ⓘ

☐ YES ☒ NO

Are you a freshman with previous college credit hours? ⓘ

☐ YES ☐ NO

Did you take a tech prep course or courses for college credit? \*

☐ YES ☐ NO

**Future college/university plans**

38. Please select 'Dual Credit' as the basis for your admissions and 'Earn a degree' as the primary reason for attending classes. Select Next.

**Future college/university plans**

Please indicate on what basis you are seeking admission. Select the option that is most appropriate. Any/all of these may require additional documentation: ⓘ

Dual credit (receiving both high school and college credit) ▾

Please indicate the primary reason for attending classes at this college: ⓘ

Earn a degree ▾

[Back](#) [Save and come back later](#) [Next](#)

Saved less than a minute ago

**APPLY TEXAS**

Contact Counselor suite  
Terms of service Admin portal  
Accessibility My Texas Future  
Frequently asked questions

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39. On the advanced certifications section, please select Next.

The screenshot shows the 'Advanced certifications' section of the 'Core Questions' sidebar. The sidebar is on the left, with a list of questions: 'About you', 'Household', 'Education and testing' (selected), 'High school information', 'College history', 'Advanced certifications' (with a right arrow), 'Entrance exams', and 'Activities and achievements'. The main content area has a dark blue header with the title 'Advanced certifications' and a sub-header 'Education and testing • Step 3 of 4'. Below the header, there is a paragraph: 'On this page, enter information about your plans for certifications and professional programs. This information may be used by schools when evaluating your application.' At the bottom, there are three buttons: 'Back', 'Save and come back later' (with a clock icon and 'Saved less than a minute ago'), and 'Next' (highlighted with an orange circle).

40. In the entrance exams section, both answers should be No unless you are an international student. Once answered select Next.

The screenshot shows the 'Entrance exams' section of the 'Core Questions' sidebar. The sidebar is on the left, with a list of questions: 'About you', 'Household', 'Education and testing', 'High school information', 'College history', 'Advanced certifications', 'Entrance exams' (selected with a right arrow), and 'Activities and achievements'. The main content area has a dark blue header with the title 'Entrance exams' and a sub-header 'Education and testing • Step 4 of 4'. Below the header, there is a paragraph: 'On this page, enter information about college entrance exams you may have taken. This information may be used by schools when evaluating your application.' The main content area contains two sections: 'TOEFL' and 'IELTS'. Each section has a text input field and a question: 'Have you taken or will you take the TOEFL test? \*1' and 'Have you taken or will you take the IELTS test? \*1'. Below each question are two buttons: 'YES' and 'NO' (highlighted with an orange circle). At the bottom, there are three buttons: 'Back', 'Save and come back later' (with a clock icon and 'Saved less than a minute ago'), and 'Next' (highlighted with an orange circle).

41. You are now entering the last section of your ApplyTexas profile. Select Next to get started.

The screenshot shows the 'Activities and achievements' section of the ApplyTexas profile. On the left, a sidebar titled 'Core Questions' lists several sections: 'About you', 'Household', 'Education and testing', 'Activities and achievements' (which is highlighted), 'Family obligations', 'Extracurriculars', 'Volunteer activities', and 'Awards and honors'. The main content area has a dark blue header with the title 'Activities and achievements'. Below the header, there is a section titled 'Here's what to expect:' which explains that the user will review family obligations and detail involvement in extracurriculars, community service, volunteer activities, awards, and work experiences. To the right of this text is an icon of a medal with a ribbon. Below the icon, a section titled 'Documents you might need:' lists three items: 'Resume', 'List of your extracurricular and volunteer activities', and 'List of any awards and honors you have received'. The main content area also lists five numbered sections: 1. Family obligations (Review your answers for obligations to family and household support), 2. Extracurriculars (Information about sports, clubs, and organizations you participated in), 3. Volunteer activities (Details on your service experience and volunteer projects), 4. Awards and honors (Questions related to awards, talents, and distinctions received), and 5. Employment (Information about your past employers and internships).

42. The first section reviews your family obligations. After reviewing the information select Next.

The screenshot shows the 'Family obligations' section of the ApplyTexas profile. On the left, a sidebar titled 'Core Questions' lists several sections: 'Household', 'Education and testing', 'Activities and achievements' (which is highlighted), 'Family obligations' (which is highlighted with a right-pointing arrow), 'Extracurriculars', 'Volunteer activities', and 'Awards and honors'. The main content area has a dark blue header with the title 'Activities and achievements' and a sub-header 'Step 1 of 5'. Below the header, there is a paragraph explaining that the user will review answers on commitments to support family or household. The main content area contains a form with the following questions: 'Do you have family obligations that keep you from participating in extracurricular activities?' (with a 'No' response), 'Please describe the work' (with a text input field), 'If you have family obligations, do you provide primary care for family members?' (with a 'No' response), 'Please describe the care' (with a text input field), 'Do you have any additional family obligations that prevent participation in extracurriculars?' (with a 'No' response), 'Please describe the other family obligations' (with a text input field), and 'How many people, including yourself, live in your household?' (with a response of '5'). At the bottom of the form, there are three buttons: 'Back', 'Save and come back later' (with a 'Not saved' indicator), and 'Next' (which is highlighted).

43. In this section you will add information over your extracurricular activities. Select the + options to begin.

Core Questions

- About you
- Household
- Education and testing
- Activities and achievements
- Family obligations
- Extracurriculars
- Volunteer activities
- Awards and honors

## Extracurriculars

Activities and achievements • Step 2 of 4

In this section, we ask you to list the clubs, teams and other organizations you have participated in. This may include service and work done in the summer. This information may be used by schools when evaluating your application.

+ Add extracurricular

Back Save and come back later Next

Saved less than a minute ago

44. Fill in all the textbox options for information over your extracurricular activities and when you participated in those.

Family obligations

Extracurriculars

Volunteer activities

Awards and honors

### Extracurricular 1

Remove extracurricular

Organization/activity \*

Activity level \*

Description \*

0/80 characters

Please check the years you participated in this Organization/Activity during high school.

☐ Freshman

☐ Sophomore

☐ Junior

☐ Senior

45. Add additional extracurriculars by selecting the + option at the bottom of the page. Once all activities have been added, select Next.

The screenshot shows the 'Extracurriculars' form, which is Step 2 of 4 in the 'Activities and achievements' section. The left sidebar lists the following options: About you, Household, Education and testing, Activities and achievements (selected), Family obligations, Extracurriculars, Volunteer activities, and Awards and honors. The main content area has a dark blue header with the title 'Extracurriculars' and the subtitle 'Activities and achievements • Step 2 of 4'. Below the header, a paragraph states: 'In this section, we ask you to list the clubs, teams and other organizations you have participated in. This may include service and work done in the summer. This information may be used by schools when evaluating your application.' The form itself is titled 'Extracurricular 1' and includes a 'Remove extracurricular' button. It has three main input fields: 'Organization/activity \*', 'Activity level \*' (with a dropdown menu currently set to 'National'), and 'Description \*'. An orange circle highlights the 'Remove extracurricular' button.

46. On this page you will add Volunteer activity information. To begin select the + icon.

The screenshot shows the 'Volunteer activities' form, which is Step 3 of 4 in the 'Activities and achievements' section. The left sidebar lists the following options: About you, Household, Education and testing, Activities and achievements (selected), Family obligations, Extracurriculars, Volunteer activities (selected), and Awards and honors. The main content area has a dark blue header with the title 'Volunteer activities' and the subtitle 'Activities and achievements • Step 3 of 4'. Below the header, a paragraph states: 'On this page, enter any volunteer activities you've participated in, like community service or work with nonprofits. This may include work done in the summer. This information helps schools make a holistic admission decision.' The form features a large input field with a '+ Add volunteer activity' button. Below this field are three buttons: 'Back', 'Save and come back later' (with a note 'Saved less than a minute ago'), and 'Next'. An orange circle highlights the '+ Add volunteer activity' button.

47. Fill in all the textbox options. If you need to add additional volunteer activity, select the + option. When complete, select Next.

**Volunteer activity 1** Remove volunteer activity

Place of service \* Total hours \*

Description of service \* 0/80 characters

When did you start this service experience? \* When did you complete this service experience? \*

mm/dd/yyyy mm/dd/yyyy

+ Add volunteer activity

48. On this page you will select the +icon to begin adding information over any awards and honors you have received.

**Core Questions**

- About you
- Household
- Education and testing
- Activities and achievements**
- Family obligations
- Extracurriculars
- Volunteer activities
- Awards and honors

## Awards and honors

[Get help with this section](#)

Activities and achievements • Step 4 of 4

On this page, enter your awards, and honors. Please spell out the names of the honors and describe the organizations who awarded them. This information helps schools make a holistic admission decision.

+ Add award or honor

Back [Save and come back later](#) Next

Saved less than a minute ago



49. Fill in all the textbox options over awards, honors, and distinctions. If you need to add additional awards, select the + option. Select Next to complete your ApplyTexas profile.

This screenshot shows a form for adding awards and honors. At the top right is a 'City' dropdown menu. Below it is a large text area for the 'Description of the award or honor \*' with a '0/80 characters' limit. Underneath is a section titled 'Please select the year or years in high school that you received this recognition \*' with four radio button options: Freshman, Sophomore, Junior, and Senior. The 'Senior' option is highlighted with an orange circle. At the bottom of the form is a button with a plus sign and the text '+ Add award or honor'. Below the form are three buttons: 'Back', 'Save and come back later', and 'Next'.

50. Once you complete the final section of the ApplyTexas Core Questions, your profile is complete and you will be taken back to your dashboard. You can now begin the process of searching for your desired school to send your dual credit application to. Start by selecting 'Search for a school' under the header Step 3.

This screenshot shows the ApplyTexas dashboard for a user named Kara. The top navigation bar includes 'Welcome, Kara' and three status indicators: '0 upcoming deadlines', '0 open applications', and '0 submitted applications'. On the left, there's a 'Find the right application' section with 'Dual credit' selected. Below that is a 'Core Questions' progress bar showing 100% completion, with a list of completed sections: 'About you', 'Household', 'Education and testing', and 'Activities and achievements'. The main content area is titled 'Your applications' and contains two cards. The first card, 'Not sure which school is the right fit for you?', has an 'Explore programs' button. The second card, 'Step 3: Find a school and apply', has a 'Search for a school' button, which is highlighted with an orange circle.

51. In the 'Start Semester' textbox, search for the semester in which you want to begin taking classes.

**School Search**

The school search allows you to find colleges and universities to apply to using ApplyTexas. You can search by school name or filter based on semester, application type, and more.

**Have more questions about schools?**  
Use the Program Explorer from My Texas Future to find more information on average tuition, enrollment, and programs offered by different schools. [Explore programs →](#)

**Start semester**  
Semester

**Application type**  
Application type

**School**  
Q Search school

[More filters](#)

☒ Only show your application types  
Dual credit

Viewing 10 of 59

Sort by: **App deadline (closest to furthest)**

52. You can scroll through the terms current and future session options to find the semester that fits with your needs.

**Semester**

- Semester
- Summer II 2027
- Summer 2027
- Summer I 2027
- Spring 2027
- Fall 2026
- Summer II 2026
- Summer 2026
- Summer I 2026
- Spring 2026
- Fall 2025**
- Summer II 2025
- Summer 2025
- Summer I 2025
- Spring 2025
- Fall 2024
- Summer II 2024
- Summer 2024
- Summer I 2024
- Spring 2024

[Save for later](#)

[View details →](#)

53. In Application type select 'Dual Credit'.

The screenshot shows the top section of a web application. At the top, there is a header with a logo and text: "Have more questions about schools? Use the Program Explorer from My Texas Future to find more information on average tuition, enrollment, and programs offered by different schools." To the right of this is a button labeled "Explore programs →". Below the header, there are two main sections. On the left, there is a "Start semester" dropdown menu set to "Fall 2025", a "School" search box with the placeholder "Search school", and a "More filters" button. On the right, there is an "Application type" dropdown menu that is open, showing a list of options: "Application type", "International transfer", "International undergraduate (4 year)", "Returning student", "Dual Credit" (which is highlighted in blue), "Undergraduate (4 year)", "Graduate", "International Graduate", "Undergraduate (2 year)", "Visiting student", and "Transfer". Below these sections, there is a section for "Northeast Texas Community College" with the text "Dual-Credit • Fall 2025". At the bottom, there is a row of requirements: "Requires: ✕ Essay ✕ SAT/ACT" and "Available: ✕ Scholarship application ⓘ".

54. In the School textbox, begin to type the name of the school you are interested in. The search feature will work while you type to bring up any school that matches. Select your desired school from the search results.

The screenshot shows the same web application as before, but with the "School" search box now containing the text "University of Texas at Tyler". Below the search box, a dropdown menu is open, showing a list of search results: "University of Texas at Tyler" and "University of Texas at Tyler". To the right of the dropdown menu, there is a button labeled "More filters". Below the search box, there is a section for "Northeast Texas Community College" with the text "Dual-Credit • Fall 2025". At the bottom, there is a row of requirements: "Requires: ✕ Essay ✕ SAT/ACT" and "Available: ✕ Scholarship application ⓘ".

55. Now you can see the University of Texas at Tyler application for Dual Credit enrollment for Fall 2025. Select 'View details' to open the application information.

**University of Texas at Tyler**  
Dual-Credit • Fall 2025

Requires: ✕ Essay ✕ SAT/ACT Available: ✕ Scholarship application ⓘ

App deadline	App opens	Avg. tuition ⓘ	Graduation rate ⓘ
Oct 15, 2025	Jul 01, 2025	\$9,736	61%

[Save for later](#) [View details →](#)

1

56. Now that the application details are displaying you have the option to begin your UT Tyler application. Select 'Start your application'.

**University of Texas at Tyler**  
Public university

Admissions for UT Tyler 3900 University Blvd. Tyler, TX 75799 admissions@uttyler.edu 1-903-566-7203

**Dual credit • Fall 2025** ▾

Interested in starting a Dual credit program in Fall 2025? Start an application to University of Texas at Tyler. [Save for later](#) [Start your application](#)

Requires: ✕ Essay ✕ SAT/ACT Available: ✕ Scholarship application ⓘ				
SAT ⓘ	ACT ⓘ	Avg. tuition ⓘ	Graduation rate ⓘ	Total enrollment
1040-1250	19-25	\$9,736	60.7%	8,968

[Special instructions for filling out an application](#) ⓘ [Calculate your price per year](#) ⓘ

57. The first page will be an overview of the application and details over admissions criteria. Select 'Next'.

SAT ⓘ 1040-1250    ACT ⓘ 19-25    Avg. tuition ⓘ \$9,756    Graduation rate ⓘ 60.7%    Total enrollment 8,968

### Deadline information

**Deadline selection**

📅 Oct 15, 2025 Update

**Scholarship deadline**

---

**Here's what to expect:**  
You're about to begin your application to this school. In the following sections, you may need to answer school-required questions or essays. When done, review and submit your application. ApplyTexas then sends your Core Questions, school-required questions, and essays to the school.

Back [Save and come back later](#) Not saved Next

58. The first step will be to select a major from the dropdown list. Since this is a Dual Credit application there is really only one option. You will select 'Dual Credit' and then select 'Next'.

University of Texas at Tyler

Application overview

Major ▶

School-required questions

Essays

## Choose your major

On this page, enter your first and second choice majors. Schools use your second choice major if you are not admitted to your first choice major. Schools may also use your second choice major in special cases, like consideration for honors programs.

First choice major \*

--

--

Undecided & Non-degree Seeking

Dual Credit

Back [Save and come back later](#) Saved less than a minute ago Next

59. The next question is asking 'Do you authorize the use of your listed cell phone number for the purposes of official university text communications?' You can say yes or no. It's up to you. If you prefer to receive updates via text, please select 'Yes'. Once you have answered the questions select 'Next'.

University of Texas at Tyler

## School-required questions

On this page, you will answer questions unique to this school. You may answer questions about programs, policies, or scholarships. Schools may use this information to review your application.

**Text Message**

Do you authorize the use of your listed cell phone number for the purpose of official university text communications?

☐ Yes

☒ No

[Back](#) [Save and come back later](#) [Next](#)

🕒 Saved less than a minute ago

60. There are no general essay requirements for the Dual Credit application. Select, Next.

APPLY TEXAS

Dashboard Core questions School search Welcome, Kara

University of Texas at Tyler

## Essays

On this page, enter your essay response to the prompt below. Each school may have different essay requirements. You need to complete these essays to submit your application. Schools use this information when evaluating your application.

There are no general essays required for this application type. Please review the rest of the application to make sure all other required information is provided before submitting your application.

[Back](#) [Save and come back later](#) [Next](#)

🕒 Saved less than a minute ago

61. The information that the application itself is going to pull is all from your ApplyTexas profile which results in very few real questions on the application itself. Once these three sections have been looked at and answered, select 'Next'.

The screenshot shows the 'University of Texas at Tyler questions' section of the ApplyTexas application. It features three expandable sections: 'Major', 'School-required questions', and 'Essays'. Each section has a green checkmark icon and an 'Edit' link. The 'Major' section is currently expanded, showing 'First choice major: Dual Credit'. At the bottom of the section are 'Back' and 'Next' buttons. The 'Next' button is highlighted with an orange circle. The footer includes the 'APPLY TEXAS' logo, a sharing notification for 'app.clipchamp.com', and various links like 'Contact', 'Counselor suite', 'Terms of service', 'Admin portal', 'Accessibility', and 'My Texas Future'. The system tray at the bottom shows the date as 7/18/2025 and the time as 9:43 AM.

62. There are several agreements to read over and acknowledge on this page. These first two are in reference to the data sharing between ApplyTexas and the College you selected to apply to as well as the Texas requirements on Bacterial Meningitis immunizations. Check both boxes before scrolling to the next section.

The screenshot shows the agreement section of the ApplyTexas application. It contains a paragraph of text explaining that checking the boxes indicates agreement with the statement and all 'ApplyTexas Terms and Conditions'. Below this, there are two checkboxes, each with a corresponding statement. The first checkbox is circled in orange. The second checkbox is not. The text for the first checkbox is: 'I certify that I have read and understand the statement above and agree to all Terms and Conditions contained in this [ApplyTexas Terms of Service and Data Privacy Policy](#).' The text for the second checkbox is: 'I certify that I have read and understand the [Requirements and Important Information about Bacterial Meningitis](#).'



63. There is a consent to be contacted. This is from the Texas Higher Education Coordinating Board. They're going to want to send you outreach information and updates about different schools and deadlines. You can select 'Yes' or 'No' and scroll to the last question.

The screenshot shows a form titled "Consent to Be Contacted:". Below the title is a paragraph of text explaining that the Texas Higher Education Coordinating Board (THECB) has permission to contact the user regarding their ApplyTexas application and/or related educational outreach purposes. The text states that the user's information will not be sold for commercial purposes and that they do not need to agree to be contacted to submit their application. However, allowing THECB to contact them may provide information and opportunities that will aid their higher education experience.

Below the text, there is a question: "Do you consent?". There are two radio button options: "YES" (which is selected and highlighted with an orange circle) and "NO".

Below the radio buttons, there is a checkbox option: "If I am denied admission, I allow the institution to share my application with other institutions that offer the same degree program." The checkbox is currently unchecked.

At the bottom of the form, there are two buttons: "Back" and "Next".

64. The last checkbox is a consent to share your application details with other schools should you be denied at UT Tyler. If you agree, check the box. Select, Next.

The screenshot shows the same form as in the previous image, but with the "Next" button highlighted with an orange circle. The "YES" radio button is still selected, and the checkbox for sharing application details is still unchecked.

Below the form, there is a dark blue footer section. On the left, it says "APPLY TEXAS" with a red star logo. On the right, there is a list of links: "Contact", "Counselor suite", "Terms of service", "Admin portal", "Accessibility", "My Texas Future", and "Frequently asked questions".

At the bottom of the footer, there is a copyright notice: "Copyright © 2025 Texas Higher Education Coordinating Board".

At the very bottom, there is a small notification bar that says "app.clipchamp.com is sharing your screen." with a "Stop sharing" button and a "Hide" link.



65. This is the final page of the UT Tyler application process. Since the Dual Credit application has no fee associated with it you will not be making a payment. Check the box that states you understand if payment is required you will pay, and then select 'Submit' to finalize your application.

The screenshot shows the 'Payment instructions' page, which is Step 3 of 3 in the application process. The page has a dark blue header with the title 'Payment instructions' and three progress indicators: 'Review application', 'Terms and conditions', and 'Payment instructions' (which is active). Below the header, a yellow banner states: 'Pay your fee directly to the school. You cannot pay through ApplyTexas.' The main content area is light blue and contains the following information:

- Application fee: \$0**
- A list of three instructions:
  1. Check your email. The school will send you a confirmation email and detailed payment instructions in the next few days.
  2. Submit your payment or fee waiver, if applicable, directly to the school.
  3. If you do not receive an email or have questions, reach out to the institution.
- A statement: 'Please check that you understand these instructions before submitting:'
- A checkbox with the text: 'I understand my application is not considered complete until I have submitted payment, if a payment is required.' The checkbox is currently unchecked.
- At the bottom, there are two buttons: 'Back' and 'Submit'.

66. You can now see a UT Tyler Dual Credit application has been submitted! Now just keep an eye on your email for updates over the application process and any needed documents.

The screenshot shows the 'Welcome, Kara' dashboard. The top navigation bar is dark blue and includes the following elements:

- DASHBOARD** (text)
- Welcome, Kara** (text)
- 0 upcoming deadlines** (with a clock icon)
- 0 open applications** (with a magnifying glass icon)
- 1 submitted applications** (with a checkmark icon)

Below the navigation bar, there is a yellow banner with a checkmark icon and the text: 'Congrats! You've submitted all your applications!'. To the right of this banner is a button labeled 'Add a new application'.

The main content area is divided into two sections:

- Find the right application** (with a magnifying glass icon): This section shows 'Your application type(s)' as 'Dual credit'.
- Completed applications (1)** (with a 'Collapse' link): This section shows a list of completed applications. The first application is for the 'University of Texas at Tyler', 'Dual credit - Fall 2025', 'Major: Dual Credit', and 'App submitted: Jul 18, 2025'. Below this, there is a section titled 'Required next steps' which states: 'You need to complete the next steps outlined below before your application is complete.' and a list of steps, including 'Pay your application fee'.

On the left side of the dashboard, there is a 'Core Questions' section with a progress bar showing 100% completion. The questions listed are: 'About you', 'Household', 'Education and testing', and 'Activities and achievements'.