

Apply to TC

Ready, Set, Apply!

*Your Guide to completing the
ApplyTexas Application*





Apply to TC

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*To be admitted to Texarkana College,
you must submit an:*

- 1. ApplyTexas application*
- 2. Official transcript*
- 3. Meningitis Vaccination
Verification (under 22 only)*

Admissions Type	Official Transcript Requirement
High School Graduates	Final official transcript with high school graduation date and school seal enclosed in envelope from high school. If not graduated, we will need in-progress transcript until we receive the final.
GED Applicants	GED test scores report issued by state where the test was taken and passed.
Home Schooled Graduates	Transcript of the high school equivalent work completed and the date of graduation.
Returning Students	Must verify all documents are up-to-date and on file.
College or University Transfers	Every college or university attended as well as final official high school transcript. All must be enclosed in envelope from respective schools.
College or University Transients	Official in-progress transcript from the current college or university attending.
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).



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.**

The image shows a web interface for 'Apply Texas' with a dark blue border. At the top is a red banner divided into two sections. The left section, titled 'Get started' in white, contains the text 'First time here? No problem.' and 'It's fast. It's easy. It's free.' followed by a blue link 'Create your account now »'. The right section, titled 'Log in now' in white, contains the text 'Already have an account?'. Below this are two input fields: 'username' and 'password'. A blue link 'Forgot your username or password?' is positioned below the password field. A grey 'Log in' button is located to the right of the password field.

First time here? No problem.	Already have an account?
Get started	Log in now
<p>It's fast. It's easy. It's free.</p> <p>Create your account now »</p>	<p>username <input type="text"/></p> <p>password <input type="password"/></p> <p>Forgot your username or password?</p> <p><input type="button" value="Log in"/></p>

If you did not create a profile in Apply Texas click 'Create Your Account Now'. If you already created a profile you will need to login with your username and password that you generated on Apply Texas. Your login credentials are emailed to your personal email upon creation of your account.

My Account - My Profile

My Profile

My Applications

My Essays

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

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

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. If you have a passport, enter your name as it appears on your passport.

Last Name, Family Name or Surname

First Name or Given Name

Middle Name

Suffix

« e.g. Jr., III, etc.

Date of Birth - REQUIRED

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

Date of Birth / /

« 4 digit year

Place of Birth - REQUIRED

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

City

State/Possession

Country

If you live in the U.S., leave "Country" as is.

If you haven't created a profile, proceed filling out the required profile information.

Click on the My Applications tab then click Start a New Blank Application.

My Account - Application Listing

My Profile

My Applications

My Essays

What would you like to do next?

View Application List

[Start a New Blank Application](#)

Click here to
start your
application

application details

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

Select “Create a new 2 year college admissions application”

Quick Links
Application Instructions

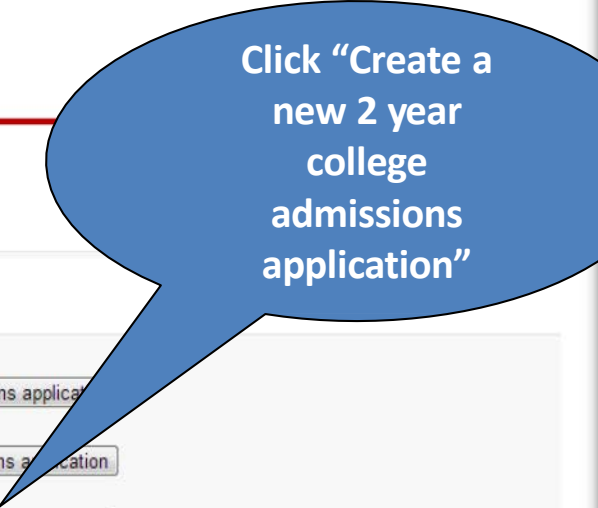
My Account - Application Listing

My Profile **My Applications** My Essays

What would you like to do next?

Admissions | Start a new blank application.

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



Click “Create a new 2 year college admissions 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](#).)

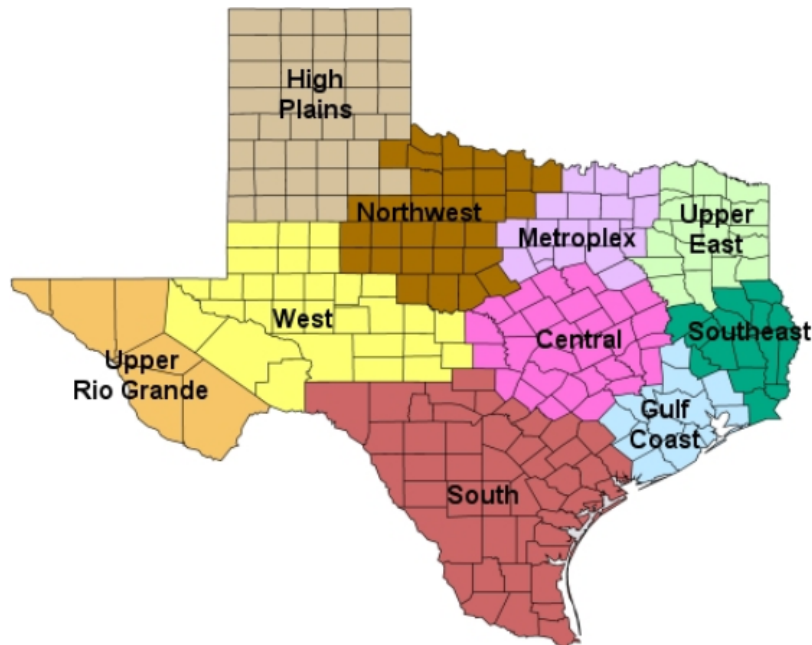
Search for a college by region

Target College:

Search for a college from an alphabetical list

Target College:

continue



Select Texarkana College from the alphabetical list.

Getting Ready to Start Your Application

select a semester

Click the semester you plan to begin. Information for the college you selected should appear below.

Semester of Entry

Select semester ▼

continue

Check the [special application information page](#) prepared by Texarkana College.

Address:	Office of Admissions 2500 N. Robison Rd. Texarkana, TX 75599
Help Phone #:	(903) 823-3012
Website:	Texarkana College

select major

Please select your major(s).

First Choice School: Texarkana College

First choice major:

continue

First Choice School: Texarkana College

First choice major:

Select your First Choice Major
Air Cond/Refrigeration; Cert
Art; AA
Associate of Arts [GENERAL STUDIES]
Auto Body Repair; Cert
Automotive Tech; AAS
Automotive Tech; Cert
Behavioral Science; AA
Biology; AS
Business Administration; AA
Certified Nursing Assistant; Cert
Chemistry; AS
Child Development (1 sem); Cert
Child Development (1 yr); Cert
Child Development; AAS
Cisco Networking; Cert
Computer Oper/Prgmmr; Cert
Computer Tech/Info Syst; AAS
Construction Technology; AAS
Construction Technology; Cert
Cosmetology Instructor; Cert
Cosmetology Operator; AAS
Cosmetology Operator; Cert
Criminal Justice Admin; AA
Culinary Arts; AAS
Culinary Arts; CERT
Diesel Technology; AAS
Diesel Technology; Cert
Drama; AA
Drug/Alcohol Abuse Coun; AAS

continue

and change school selections

Last updated August 14 , 2014

[Privacy](#) [FAQ](#)

Select the desired major and click Continue.

biographical information

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 1333229

First choice school	Texarkana College
First choice major	Associate of Arts [GENERAL STUDIES]

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

1. Enter your U.S. Social Security Number ☆ (See note below):

Social Security Number

« No spaces, dashes or letters.

Enter your Social Security Number. The Social Security Number (SSN) is required for the application. The rest of the Biographical Information will be imported to the app from your profile.

educational background

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 and enter the name of the high school from which you graduated or expect to graduate. If you are unable to find a match, please be sure to supply the City and State. If you are unable to find a match and your high school is not in the USA, please leave the state field blank and enter the country in the city field.

Search for Your High School

High School Name:

High School Code:

High School City or Country:

High School State: « state, if in U.S.

Expected Graduation Date: « 4-digit year

The best way to search for your high school is to click the ‘Find Your High School’ button. A new window will open that will allow you to type the name of the high school you would like to search for. After finding the high school, it will automatically appear in the blank fields.

2. If you did not graduate from high school, do you have a GED?

☒ **Yes** ☐ **No** ☐ **Not Applicable**

If yes, which version:

In which state did you receive your GED?

Date GED Completed: / « 4 digit year

If you have a GED, select ‘Yes’ and select the version, state, month, and year completed.

The search to find your previous college is similar to the high school search. If you have additional colleges you've attended (more than 3) then check the box that allows you to add additional information. If you have attended Texarkana College before, you will have to add that as a 'Previous College'.

3. Please list **all** previous colleges or universities you have attended or are attending, including college-level correspondence study and dual credit. - **REQUIRED**

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.

Previous College 1 Information

Search for College 1

Find College or University 1

Name of Institution:

College Code:

College Location

College 1 City or Country:

College State:

Select U.S. state ▼

« state, if in U.S.

Dates of Attendance

Attended starting from:

Month ▼ /

« 4 digit year

Attended to:

Month ▼ /

« 4 digit year

Hours earned:

.

« number credit hours, if applicable

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:

« for example, BA in History

Degree Date:

Month ▼

« 4 digit year degree earned or expected

Type of Degree:

Select degree type ▼

You will need to indicate your Admission Basis and Reason Attending. Please select the appropriate choice for each and click Save Changes.

Page 3 of 4

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:

Admission Basis

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

Reason Attending

save changes

- **Transfer, Degree-seeking:** Transferring from one college to TC to pursue a new degree
- **Transfer, Not degree-seeking:** Transferring from one college to TC to get credits for another institution
 - **Transient:** Taking TC courses while attending or enrolled in another college or university
 - **Readmission:** Returning after having previously enrolled to TC
- **High School Graduate:** First Time Freshman who graduated high school
 - **GED:** First Time Freshman who has a GED
- **Dual Credit:** Taking college classes while still enrolled in high school
- **Early Admission:** Taking college classes on the college campus while still enrolled in high school
- **Individual Approval:** Didn't graduate from high school or complete a GED, but wants to attend college (Must meet with the Director of Admissions)

Please select which state you are currently a resident of. You will select if you lived in Texas for at least 3 years before you graduated high school. Additionally, you must indicate that you lived in Texas at least a year before the day you are submitting the application. Click 'Save and Continue to Next Question'.

Residency Information

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

State 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

You must
read and
agree to the
three
statements
before you
can
continue.

Logoff My Account Admissions Information Application Instructions

Quick Links

Page Instructions Go

certification and payment information

certification of information

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

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

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

☐ I certify that I have read and understand the [New Requirements and Important Information about Bacterial Meningitis](#)

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



You are about to submit your application for Two Year Admissions to Texarkana College for Fall 2014 with application ID 1325663.

Once you submit your application, you will **not** be allowed to modify it. You may choose not to submit this application at this time, but you must submit your application before Texarkana College will receive it.

Submit Application Now

I'll submit my application later. Go to [my applications](#) to view a list of my saved applications.

Your application will not be submitted until you have clicked the 'Submit Application Now' button. When you get to the 'You Have Successfully Submitted Your Application' screen you have completed the application. IMPORTANT: Be sure to take note of your ApplyTexas Username, Password, and Application ID.

What's Next?

- Receive email from ApplyTexas confirming the submitted application.
- Please use the Texarkana College Admissions Checklist for reference on what we require before admission.

<http://www.texarkanacollege.edu/admfinaid/requirements-for-admissions/>

- **NOTE: You will not receive an official letter of acceptance until all of the checklist items have been received.**



We look
forward to
seeing you
soon!

Thank You!

For any ApplyTexas assistance contact
Chad Moore at (903)823-3106 or at
Chaddrick.moore@texarkanacollege.edu



TEXARKANA COLLEGE

A great place to start... Or start over.