

Apply Texas Application (AS-General Studies)

1. Go to: applytexas.org
2. Click "Create a free account" then click "Sign up now"
 - If you already have an Apply Texas account, sign in and skip to Find the Right Application Section
3. Type your personal email address and click on "Get Code"
 - **MAKE SURE YOU HAVE ACCESS TO THE EMAIL YOU USE.** *USE a PERSONAL EMAIL-Do not use School Email*
4. Go to your email account to get the verification code. Type in the verification code and select "Verify Code."
5. Fill in the rest of the fields and create a password following the guidelines listed. **Make Note of this password and email so you can use it to log in at a later date.** Click the "Create" button.

Complete Find the Right Application Section:

1. Scroll down and click on "Find the right application" button at the bottom of the screen.
2. Select "Yes" you are currently in high school, then choose "**Dual Credit**" and hit "next"
3. Answer the US Citizen question and click "Next"

Complete Core Questions Section:

1. Scroll down and click on "Start Core Questions" button at the bottom of the screen.
2. Click "Next" at the bottom of the screen.
3. Fill in the name fields, check the name confirmation checkbox and click "Next"
4. On the Contact Page, fill in the address fields with your House Address and click the "Validate Address" button.
 - a. Under email address choose "YES" to use your ApplyTexas account email
 - b. Fill in the rest of the asterisked (red starred) fields and click "Next"
5. On the Background Page, ***YOU MUST INPUT YOUR SOCIAL SECURITY NUMBER***. FAILURE TO INPUT YOUR SOCIAL SECURITY NUMBER WILL RESULT IN DELAYED PROCESSING OF YOUR APPLICATION
6. On Military Status page, answer ONLY if you are the dependent of service member or leave blank and click "Next"
7. On the Language page leave blank and click "Next"; scroll down next page and click "Next" again
8. On the Parents or Guardians page, leave blank and click "Next"
9. Enter information for your emergency contact, then click "Next." Answer ONLY the asterisked (red starred) questions
10. Choose "Texas" for the state you are a resident.
 - a. Answer did you live in Texas 36 consecutive months (3 years) leading up to high school graduation?
 - b. Answer when you begin the semester, will you have lived in Texas previous 12 months.
 - c. Select "**NO**" for during the 12 months prior, did you attend a public college or university in Texas?
11. Claimed as a dependent? **Answer YES.** You are a dependent until 18 and graduated
12. Answer only the asterisked (red starred) questions about your parents with your best guesses
 - a. If your parent lives in Texas, guess how many years they have been living here: if they have lived here your whole life then type in your age
 - b. If your parent lives in Texas, guess how many MONTHS they have been living here: Pick a

number **between 0 and 11.**

- c. Hold title to residential property? Do your parents own a home? If yes, then guess about how long they have owned their home and choose a date or just choose "NO" to skip
 - d. Have ownership and manage a business? Do your parents own a business? If yes, then guess about how long they have owned their business and choose a date or just choose "NO" to skip
 - e. Gainfully employed in Texas for past 12 months? Have they been working for the past year?
 - f. Received primary support from social services agency? Do your parents receive food stamps or medical help from the government?
 - g. Married to a person who owns property/business, etc.? Are your parents married? If yes, guess how long they have been married and choose a date or just choose "NO" to skip
 - i. If yes, indicate which question could be answered 'yes': Choose "**gainfully employed**" from the drop down
13. Answer only the asterisked (red starred) questions about your Family Obligations, then click "Next"
 14. Type in your high school
 - a. Expected Graduation Date is **05/30/grad year**
 - b. Do NOT add any previous high schools-skip this
 15. Do you have a GED? Answer "NO" then click "Next"
 16. Have you taken any college courses? Answer "NO"
 17. Are you a freshman with previous college hours? Answer "NO"
 18. Did you take a tech prep course? Answer "NO"
 19. Indicate what basis you are seeking admission? Choose "**Dual Credit**"
 20. Indicate primary reason for attending this college? Choose "**Earn credits for transfer**"
 21. On Advanced Certifications page, leave blank and click "Next"
 22. Answer "NO" to all questions on the Entrance Exams page and click "Next"
 23. On the Activities and Achievements Section, you will skip each page and click "Next" through all 4 steps until you get to the screen that says "Great Job!"

Complete Search for Schools Section:

1. Scroll down and click "Search for Schools" button
2. In the search bar, type Navarro College
3. Scroll down to the box for Fall 2024 and click "View Details"
4. Click the blue "Start your application" button
5. Scroll down to the bottom and click "Next"
6. Choose your major? "**AS in General Studies**" (all dual credit students will be put on this degree plan)
7. What campus? Choose your nearest campus location
8. Skip the Essays page and click "Next"
9. On Review Application page, scroll down and click "Next." **Do NOT** check the box to have your official transcript sent. Your high school will send what we need.
10. Certify the statements and click "Next"
11. There is no application fee, however, you must check the box "I understand my application is not considered complete until I have submitted payment, if a payment is required." Then click "**SUBMIT.**"

Congratulations!! You have applied to Navarro College! You will receive a confirmation email with your application #.