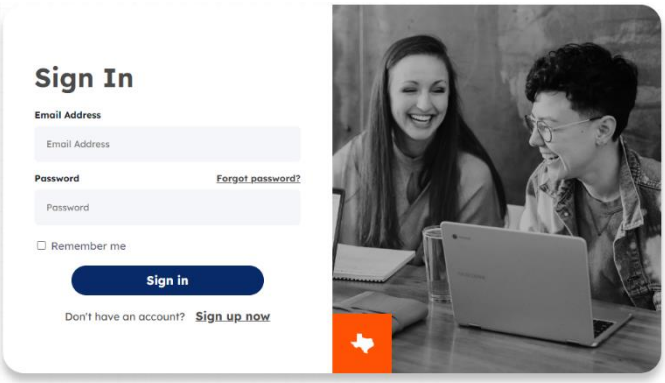
ALAMO COLLEGES DISTRICT
St. Philip's College

St. Philip's College Dual Credit 2024 – 2025 Apply Texas Steps

Create an Account

- https://applytexas.org/
- Select "***Create a free account***" then "***Sign Up Now***"
- Check your email immediately to retrieve Verification Code.

Note: You will receive an automated e-mail from Apply Texas titled ***"Microsoft on behalf of THECB."*** This e-mail will be sent to the email address you enter on your profile. This email is **NOT** verification that the application has been completed or submitted.



- As soon as you verify code and click continue
- Log in with email and new password
  PLEASE Write:
  - Email used to create account
  - Password: The password you just created.

STEP 1
FIND THE RIGHT APPLICATION

After you have successfully created a new account:

1. Scroll down and click on **Find the right application**
2. Answer the following questions:
   a. Are you currently in high school or middle school? **YES**
   b. Do you plan to apply to an undergraduate program, dual credit program, or both? **Both (more common for 12th grade students)**
   c. Are you a U.S. Citizen? **YES** (If **NO**, answer follow-up questions appropriately)
   d. Have you ever taken college courses? **NO**
   e. Do you plan to apply to an undergraduate program, graduate program, or both? **Undergraduate program**
   f. Are you a U.S. Citizen? **YES** (If **NO**, answer follow-up questions appropriately)

Once you've completed STEP 1, click on **Start Core Questions** and complete STEP 2.

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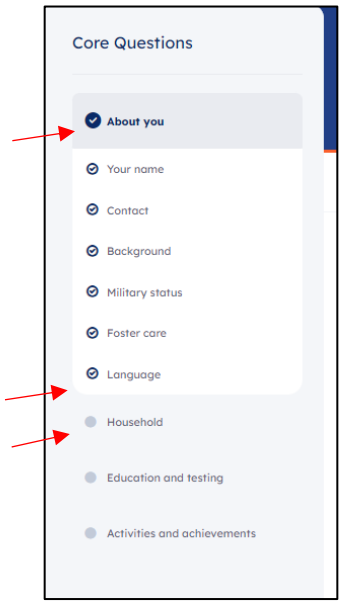
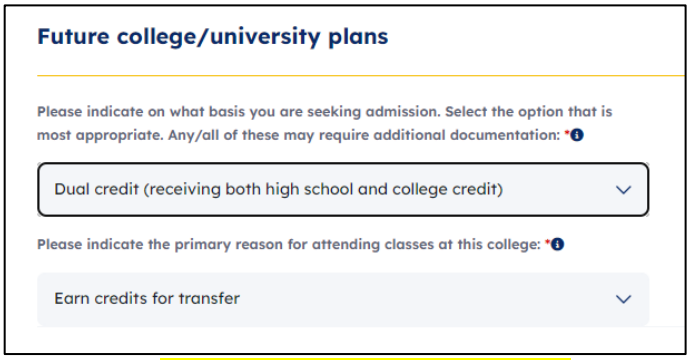


STEP 2
CORE QUESTIONS

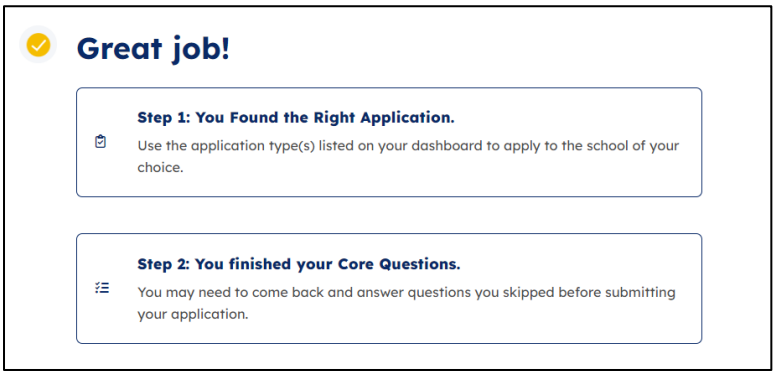
1. *Before you start an application, you must complete your profile by clicking "**Core Questions**" Complete all* **"REQUIRED * "** *items.*
2. Fill out the emergency contact even if it is the same as your parent/guardian's information.
3. Under "***Texas Residency***" answer the following "***Tricky***" questions accordingly
    - Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian? **YES**
    - If your parent or legal guardian is currently living in Texas, how many months (not including the years you entered above) have they been living here? **Type the month which you are completing this application in number form (ex: March=3, November=11)**
    - Does your parent or legal guardian hold the title to residential real property in Texas? **NO**

- Does your parent or legal guardian have ownership interest and customarily manage a business in Texas without the intention of liquidation in the foreseeable future? **NO**
- Has your parent or legal guardian been gainfully employed in Texas for the past 12 months? ***YES***

3. *Under "**Education and Testing**" in subsection "**College History**" make sure to select the following options:*



1. *You may **SKIP** "**ACTIVITIES AND ACHIEVEMENTS**"*
2. *Click* Next *until you reach the bottom page.*



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STEP 3
SEARCH FOR SCHOOLS – INSTITUTIONAL QUESTIONS

Continue with submitting your application by scrolling down on the website and click **Search for schools**

1. In the search bar, type "***St. Philip's College***"
2. Make sure you **SWITCH** *the "**Show only relevant applications**"* **TOGGLE OFF** *or else nothing will show.*
3. Click "***View Details →***"
4. Click "***Start your application***"
5. Select one of the following "***First Choice Major***" that is listed under a school closest related to your high school endorsement.

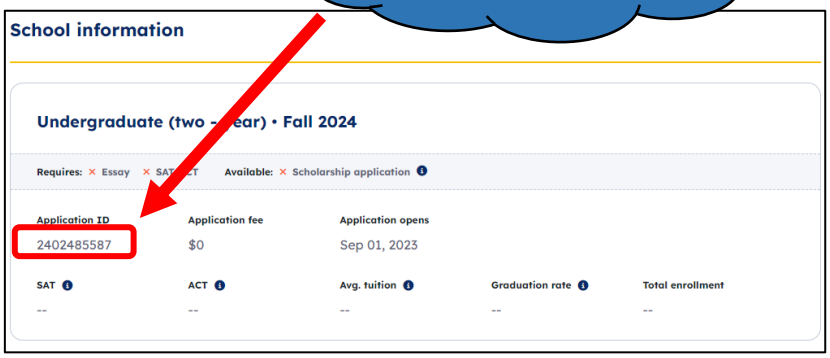
SELECT ONE OF THE FOLLOWING	UNDER ONE OF THE FOLLOWING
First Choice Major (SELECT ONE OF THE FOLLOWING)	**High School Endorsement**
• **Dual Credit** - If student attends a public school • **Dual Credit Home-School** – If student is a homeschooled student • **Dual Credit Private School** - If student attends a private/charter high school	• Advanced Manufacturing and Logistics • Business and Entrepreneurship • Creative and Communication Arts • Health and Biosciences • Public Service • Science and Technology

6. Online Courses Only? **YES**
7. College Connection – Senior Are you currently a High School Senior? **YES (Select NO if Applicable)**
8. CC-App at another Institution: **NO**
9. CC-Alamo College First Choice: **YES**
10. Click "***NEXT***" **THREE** times
11. Select both statements
12. Consent to be contacted: **YES**
13. Application Fee: **Credit or Debit Card**

Payment information will not be requested

14. Select both statements then click "***SUBMIT***"

Make sure to write down the 10-digit application ID number and provide it to your Dual Credit Counselor



YOU'RE DONE!!

St. Philip's College Dual Credit Office
Phone Number: (210) 486 – 2761
Website: http://www.alamo.edu/spc/dual-credit/

Your next steps:

- ❑ Wait 3-5 days for your application to process
- ❑ Get Banner ID and Username ID
  - ✓ Student - SPC Dual Credit Office (210) 486 -2761
  - ✓ Counselor - email SPC Dual Credit Representative for Argos Report
- ❑ Complete Go FAARR and Test Prep Modules in ACES
- ❑ Take the TSI exam -OR- request your official SAT/ACT scores