



ApplyTexas Application Guide

1. Log onto **APPLYTEXAS.ORG**
2. Click on **CREATE ACCOUNT NOW**
3. Complete all demographic information.
 - DO NOT enter anything on "Country Code" that is only for international phone numbers.
4. Click on **SAVE PROFILE**
5. Click statement "Your permanent address was changed...." Check the statement "I understand that ...my"
6. Scroll down and **SAVE PROFILE**.
7. **Your username will be displayed like this:**

My Account Dashboard - My Profile



NOW YOU MAY COMPLETE YOUR APPLICATION

1. Click on, "Go to My Applications" link
2. Click on, **CREATE A NEW APPLICATION NOW**
3. Click on the **CREATE A NEW 2 YEAR COLLEGE APPLICATION**.
4. Click on **SELECT TARGET TWO YEAR COLLEGE:** Listed Alphabetically, select **Del Mar College**

5. Click on **SELECT SEMESTER**, select either **FALL** (August-December), **SPRING** (January- May), or **SUMMER** (June-August) semester to begin.

6. Click **CONTINUE** and then click **CONTINUE** again.

7. Click on **SELECT YOUR MAJOR**

Students taking basic-core courses select "Multidisciplinary Studies".
If you're a student taking CTE courses, such as Welding, Cosmetology, etc., select the correct certificate program.

8. Click on **Continue to my application**

Biographical Information

1. Enter your social security number without dashes
2. -16 .Verify all your information is correct.

17. Select whether you were ever in foster care in Texas and if so, if you'd like documentation on your eligibility for financial assistance.

- Verify your date of birth and your address by clicking the boxes shown. Select **SAVE PAGE** below the boxes.

Educational Background

1. Click on the blue "**FIND YOUR HIGH SCHOOL**" box, type in your school name, city then submit.
 - Select your high school and save. Enter the month and year of your high school graduation.
 - Answer if you're home-schooled?
2. Select **Not Applicable** for having completed GED or high school equivalency program.

EDUCATIONAL INFORMATION

1. Answer "NO" to question #1
2. Under **ADMISSION BASIS** select "DUAL CREDIT".
3. **REASON ATTENDING** select "EARN CREDITS FOR TRANSFER", then **SAVE CHANGES**.

RESIDENCY INFORMATION

1. Select "NO" for the question asking "Do you file your own taxes as an independent."
2. Select "YES" for the question asking "Are you claimed as a dependent...."

QUESTIONS ABOUT YOUR PARENTS

1. Answer questions 1-3.
2. **SKIP** questions 4-5.
3. Answer questions 6-7.
4. Click save and continue to next question.
5. Under **GENERAL COMMENTS**, select **SAVE**.
6. Under **RESIDENCY SECTION COMPLETE** scroll down and **SAVE**

EMAIL VERIFICATION

Login to your email and search for an email from ApplyTexas. Open the email and click on the link. The link will then open the ApplyTexas website. Once you are on the ApplyTexas website, it asks for your email address.
Input your email address, then submit. It will now take you to the ApplyTexas login page. Type your username and password. Find your application and click. "Submit".

YOU'RE ALMOST DONE!

1. Check all 3 boxes on the left
2. Save and Proceed to Submission
3. Check the Box (next to the red note about submitting application)
4. Click on "**SUBMIT APPLICATION NOW**"

CONGRATULATIONS!

You will now be receiving a letter of acceptance in the mail from Del Mar College.

