TC is still working on the landing page, allowing students to pick DC.

The new DC student application process is as follows.

- 1. Go to <u>https://www.templejc.edu/programs/dual-credit/</u> and click on **APPLY NOW** in the middle of the page.
 - a. OR click or copy the following link <u>https://TempleJC.elluciancrmrecruit.com/Apply/Account/Create?f=f35ee2a6-</u> <u>860a-477b-a3e2-886df4a1fd09&o=6ff1058c-02a6-4cc6-bec2-42b4465452fb</u>
 - b. and create an account.
- 2. The student will be asked to pick if they are a dual credit or traditional student.
- 3. Next, the student fills out three parts: Personal, Academics, and Writing and Signature.
 - a. Personal This is the student's demographics. Name, address, contact information, emergency contact, Race & Ethnicity, and first-generation question.
 - b. Academics This is an eight-part section
 - i. First: The student will pick the semester that they plan to begin.
 - ii. Second: The student will pick their Academic Program. There are only three choices. This list simplifies the long list of choices that the dual credit students had.
 - iii. Third: The students will choose their Educational Goal. There is only ONE choice (COLLEGE TRANSFER), and we hope this simplifies the DC application.
 - iv. Fourth: The students will choose their ADMIT TYPE. Again, there is only ONE choice.
 - v. Fifth: The student will choose YES or NO for TSI Assessment. They will be asked if they know their test date (leave blank if they do not know). They will be asked to check each test that they have taken.
 - vi. Sixth: HIGH SCHOOL CREDIT– The student will pick their high school.
 - vii. Seventh: COLLEGE CREDIT– The student will answer if they have attended college.
- 4. Writing and Signature: The student will certify their application by answering the following questions and signing it.

Application Process

1. The student will create their account by following the following URL and entering their name and email address.

https://TempleJC.elluciancrmrecruit.com/Apply/Account/Create?f=f35ee2a6-860a-477b-a3e2-886df4a1fd09&o=6ff1058c-02a6-4cc6-bec2-42b4465452fb

2. The student fills out three parts: Personal, Academics, and Writing and Signature.

Personal – This is the student's demographics. Name, address, contact information, emergency contact, Race & Ethnicity, and first-generation question.

| | Spring 2023 - Dual Credit/Legacy High School (receiving both high school and college credit) |
|------------|---|
| \searrow | Review Supplemental Items & Documents |
| | Personal Academics Writing & Signature Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question. Name |
| | Last Name * |
| | First Name * Fern Middle Name |
| | Suffix Social Security Number (9 numbers without dashes) |

Academics – This is an eight-part section.

First: The student will pick the semester that they plan to begin.

| TEMPLE COLLEGE | MY LEOPARD PROFILE APPLY ONLINE EVENTS |
|-------------------|---|
| | Spring 2023 - Dual Credit/Legacy High School (receiving both high school and college credit) |
| | Review Supplemental Items & Documents |
| | 🖨 Print |
| | Personal Academics Writing & Signature |
| | Please enter your information in each of the following sections. Fields win a red asterisk (*) are required and must be completed before you can submit your application. Additional questions many come required based or your answers to a previous question. |
| | Spring 2023 |
| | Fall 2023 by Spring 2023 Summer 2023 Educational Geal * |

Second: The student will pick their **Academic Program**. There are only three choices. This list simplifies the long list of choices that the dual credit students had

| w Supplemental Items & Documer | ts | | |
|---|---------------------------------|--|------------------------------------|
| Supplemental items & Document | | | |
| | | | |
| | | | . Pro- |
| | | | 🖨 Prin |
| Personal Academics Writing 8 | Signature | | |
| | - | | |
| | | | |
| asso optor your information in each of t | o following soctions Fields wit | h a red asterick (*) are required and mus | t be completed before you can subp |
| ur application Additional questions ma | become required based on you | in a red asterisk (*) are required and mus | t be completed before you can subm |
| ar application. Additional questions ma | secome required based on yo | a answers to a previous question. | |
| Academic Plans | | | |
| Academic I tans | | | |
| I plan to begin in * | | | |
| | | | |
| | | | ſ |
| Spring 2023 | 1 | ~ | |
| Spring 2023 | 7 | ~ | · |
| Spring 2023 Academic Program * | 7 | ~ | |
| Spring 2023 Academic Program * | 7 | ~ | |
| Spring 2023 Academic Program * | 7 | | |
| Spring 2023 Academic Program * | 7 | ~ | |
| Spring 2023 Academic Program * High School Dual Credit | / | ~ | •] |
| Spring 2023 Academic Program * High School Dual Credit Taylor ISD Legacy ECHS | / | ~ | •] |

Third: The students will choose their **Educational Goal**. There is only ONE choice, (TRANSFER TO COLLEGE) and we hope that this simplifies the DC application.

| Personal | Academics | Writing & Signature | | | |
|----------------------------------|--|--|---|---|----------|
| Please enter y your applicati | your information ion. Additional qu | in each of the following sections. Field Jestions may become required based o | s with a red asterisk (*) are required a n your answers to a previous question | ind must be completed before you ca n. | n submit |
| Acaden | nic Plans | | | | |
| I plan to be | gin in * | | | | |
| Spring 20 | 23 | | | ~ | |
| Academic P | rogram * | | | | |
| Texas Bio | science Institute (| Temp ¹ and Hutto) | | ~ | |
| Educational | Goal * | | | | |
| | | | Ν | ~ | |
| Transfer | to Another College | 2 | | | |
| | lit (Longov Litely Col | | | | |

Fourth: The students will choose their **ADMIT TYPE**. Again there is only ONE choice.



Have you taken the TSI Assessment?

Fifth: The student will choose YES or NO for TSI Assessment. They will be asked if they know their test date (leave blank if they do not know). They will be asked to check each test that they have taken.

Sixth: HIGH SCHOOL CREDIT– The student will pick their high school.

| TSI Assessment | |
|---|--|
| Have you taken the TSI Assessment? | TSI Assessment Date |
| Yes | |
| Entrance Exams | |
| Have you taken any of the following college entrance exams? ACT | |
| 🔵 Yes 💿 No | |
| SAT | |
| 🔵 Yes 💿 No | |
| STAAR | |
| 🔿 Yes 💿 No | |
| PSAT | |
| Yes 💿 No | |
| High School Credit | |
| Click "Add High School" to add your High Sch Search by one or more of the fields below. (Y Select the button next to your school name. Click SELECT. | ool Information. ou may want to start with City.) |
| High School 1 | |
| High School | |
| School Name or City (full or partial) | |
| In order to search by name, enter at least 3 characters of th | ie name. |

Country

Seventh: COLLEGE CREDIT- The student will answer if they have attended college before.

| High School Credit | | |
|---|---|-----|
| Click "Add High School" to add your High School Information. Search by one or more of the fields below. (You may want to start with City.) Select the button next to your school name. Click SELECT. | | |
| High School 1 | | |
| High School | | |
| School Name or City (full or partial) | | |
| In order to search by name, enter at least 3 characters of the name. | | |
| | | |
| | | |
| Country | | |
| | | |
| | • | |
| | • | |
| | • | |
| College Credit | | |
| College Credit Have you attended any other colleges or universities? | | La |
| College Credit Have you attended any other colleges or universities? | | La |
| College Credit Have you attended any other colleges or universities? Didn't Attend | ~ | Læ. |
| College Credit Have you attended any other colleges or universities? Didn't Attend Attended Didn't Attend | ~ | Læ |
| College Credit Have you attended any other colleges or universities? Didn't Attend Attended Didn't Attend Previous Page Save Application Save & Continue | ~ | Læ |

3. Writing and Signatures: The student will certify their application by answering the following questions and the signing it.

| | | | 🚔 Prir |
|---|---|--|--|
| Personal | Academics | Writing & Signature | |
| ease enter y our applicatio | our information on. Additional qu | n each of the following sections. Fields v estions may become required based on | with a red asterisk (*) are required and must be completed before you can subr your answers to a previous question. |
| Certifica | ation | | |
| Please affirm Do you certi | the following bef fy the following? | re you submit your application. | |
| I certify that notify the pro agree to abic Temple Colle Yes | the information co oper officials of th de by the policies, ge to verify the in No | ntained in this application is complete and e institution of any changes in the informat ules and regulations of the college regardi ormation that I have provided. | i correct to the best of my knowledge. I agree to ion provided. If my application is accepted, I ng conduct and other obligations. I authorize |
| Do you certi | fy the following? ³ | | |
| I further und residence sta withdrawal o Yes | lerstand that this i atus for tuition pu of an offer of accep No | formation will be relied upon by college of poses and that submission of false informa tance, cancellation of enrollment, and/or d | fficials in determining my admission and ation is grounds for rejection of my application, lisciplinary action |
| Do you certi | fy the following? | | |
| | FICIAL copy of my issions and Record | lleges and universities previously attended transcript from each college, university an s Office prior to the first semester of enrol | d on this application. I understand that I must ıd/or high school attended to the Temple llment at Temple College. |
| Furthermore furnish an O College Adm | | | |
| Furthermore furnish an O College Adm Yes | | | |
| Furthermore furnish an O College Adm Yes The electron is your own v Signature * | ic signature consis work and the infor | ts simply of your name, typed by you on yo nation is factually true. Once you type in yo Signature | our keyboard. The signature is your confirmation that the application you have filled o our name, this will count as your electronic signature. Date * |
| Furthermore furnish an O College Adm Yes The electron is your own v Signature * | ic signature consis work and the infor | ts simply of your name, typed by you on you nation is factually true. Once you type in you signature | our keyboard. The signature is your confirmation that the application you have filled our name, this will count as your electronic signature. Date * 22 |

The student will not be required to submit supplemental items.

P.S. If the DC applicant uses the traditional create account link, they will be presented with multiple admit types to choose from, and they should be reminded to choose the "Dual Credit/Legacy High School" admit type. This will also route them to the correct DC application.

STUDENT RECORDS RELEASE

- 1. The student will need to sign in to Self-Service.
- 2. The student will need to click on their user name at the top.

| ≡ | ı | TEMPLE COLLEGE | A berrelesacostar366 | [→ Sign out | (?) Help |
|-------------|---|--|-----------------------------|-------------|----------|
| A | Temple College is operating under normal business hours: Monday - Thursday from 8:00 am - 6:00 pm and 8 am - 12 pm Fridays. | | User Profile | | |
| | ⚠ | Search for Credit Classes Please Note: User name: is all lower-case letters and only (last name + the first initial + the last three numbers of your ID) Do Not use @templejc.edu Ex: smithj100 Password: is what you currently use to login into your Temple College email. | | | |
| ▦ | | | | | |
| <u>)</u> \$ | Hall | a Walcome to Colleague Salt Service | Student Records Release | | |
| • | Choose | e a category to get started. | Account Preferences | | |
| ě 4 | (| Student Finance Here you can view your latest statement and make a payment online. | | | |

- 3. A drop-down list will show the 4th item as Student Records Release.
- 4. The student will click on Student Records Release and the following will appear.

| ≡ | | TEMPLE COLLEGE | B berrelesacostar366 | 〔→ Sign out | ? Help |
|-------------|---------------|---|---|---------------------------------------|---------|
| ♠ | <u>User O</u> | ptions - Student Records Release | | | |
| <u>بالم</u> | | Temple College is operating under normal business hours: Monday - Thursday from 8:00 am - 6:00 pm and 8 am - 12 pm Fridays. Search for Credit Classes Please Note: User name: is all lower-case letters and only (last name + the first initial + the last three numbers of your ID) Do Not use @templejc.edu Ex: smithj100 Password: is what you currently use to login into your Temple College email. | | | |
| ٢ | Stuc | lent Records Release Information | | | |
| 4 • | í | The privacy of student records is protected by the federal law Family Educational Rights and Privacy Act (FERPA). Temple College is prohibited from providing certain information from student record assessments, financial aid, and other student record information without the student's permission. Temple College must have submitted permission from you prior to releasing information from your educational record. If you wish to grant access to a third party, please indicate the name(s) and re By granting access, you are giving Temple College permission to release information authorized by you. The consent submitted must specify what information may be released. Please be sure the individuals you authorize know their PIN number as they will be required to provide it when requesting information. | s to a third party, such as grad lationships(s) of the individual(| es, billing, tuition ar (s) below. | nd fees |
| ٩ | Activ | ve Relationship | | | |
| | (i) | No Active Relationship Available | | | |
| | (A | Add Person/Relationship | | | |

- 5. (Purple Arrow) Add/Person/Relationship the student will input their parent or guardians information.
- 6. (Green Arrows) The will fill out the parent or guardian name relationship type and the start and end date of the release. The student should put their graduation date as the end date.
- 7. (Red Circle) IS THE MOST IMPORTANT. The student will assign a pin number to the parent or guardian and when the parent or guardian calls they **must** give us that pin number or we will not be able to talk to them.
- 8. (Blue Arrow) Access the student will decide which area that they grant access for. They can choose individually or all.
- 9. (Pink Arrow) Disclosure Agreement the student must check this to grant approval.

| Ē | Active Relationship |
|-----|---|
|)\$ | No Active Relationship Available |
| • | Add Person/Relationship |
| ÷ | First Name * Last Nat Relationship * PIN * Start Date End Date |
| 5 | Please Select Enter a 4 digit PIN M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyy M/dyyyyy M/dyyyyy M/dyyyyy M/dyyyyyyy< |
| | hereer t |
| 3 | Allow Complete Access |
| | O Allow Select Access |
| | Allow Grades Release |
| | Financial Aid Release |
| | Allow Billing Release |
| | Disclosure Agreement |
| | I authorize the institution to disclose my information to this party |
| | Cancel Submit |