

How to Complete the ApplyTexas Application



Step 1 - Create your ApplyTexas profile

- Visit ApplyTexas.org
- Enter your biographical information including your full legal name, date of birth, and permanent address (this should be the best place to receive mail)
- Enter an email address you check regularly
- Choose a password you can easily remember

Step 2 - Start your first application!

- Choose the appropriate application template (most high school students use either the 2-year application or 4-year freshman application)
- From the drop down menu, choose the school you are applying to

Step 3 - Add personal and educational information

- Add your Social Security number (optional) to connect your application to your FAFSA and other college forms
- Add information for an emergency contact
- Add your parent or guardian's education level
- Use the search tool to find your high school information
- Enter any college or university credit including dual credits earned or expected
- Manually enter the courses you are taking senior year

Step 4 - If applicable, add SAT, ACT, or other exam scores

- Report test scores
- Add the date you took, or plan to take, each exam

Step 5 - Add your extracurriculars and employment information

- List (in priority order) the clubs, teams, and organizations you have been part of
- Add any volunteer service or activities you were involved with during high school
- List your special contributions, talents, and honors
- If applicable, list your employment, internships, or summer jobs

Step 6 - If applicable, add the supplementary requirements

- Answer any custom questions specific to the school application
- Upload your college essay if required

You're ready to submit! Make sure to double check your application and confirm all the information is correct. Head over to GetSchooled.com for more help applying to, and succeeding in, college!