Steps to Join Dual Credit

You must complete **_all_** of these steps in order to be registered for dual credit courses.

STEP ONE: Sign up on the Google Form: tinyurl.com/joingpdc

STEP TWO: Join the Future dual credit Google Classroom (class code duemrmi). Also join the Remind (text @futuredc to 81010).

STEP THREE: Apply to San Jacinto College--this is urgent and must be done correctly.
Look for the step-by-step how to apply to college below on pages 2-4 of this document.

STEP FOUR: _____**Once you have completed the application, see Mrs. Couch to select your classes/program.** You have to QUALIFY for dual credit with a required test score: passing TSIA scores; 4000 on EOC English II; 23 on ACT; or 480 EBRW and 530 Math on PSAT/SAT.

STEP FIVE:_**Submit proof of your meningitis vaccine (good for five years).**
https://dynamicforms.ngwebsolutions.com/Submit/Page?form=a6e83671-5569-4707-b496-3c40c7895179&page=264154&token=JD5EXVsaKyFjCfLmnWpNhhNa12cHQp7BOTs23Wq3DsQ

STEP SIX: **Pay for academic "basics" courses** [technical classes are free]. Go to galenaparkisd.revtrak.net to pay. Each course is $52. Payment for spring semester is due by December 15. To set up a payment plan, contact Mrs. Couch.

If you need help with the process, please don't hesitate to ask. Please get to work!
 Thanks for signing up! You made the right choice!
 Mrs. Couch
832-386-2837 (office) bcouch@galenaparkisd.com
Remind code: @futuredc

How to Apply to San Jacinto College

Go to www.applytexas.org.
Click CREATE ACCOUNT.

PROFILE
- Answer ALL questions that say **REQUIRED** (answer questions not marked required if you know the correct answer).
-DO NOT USE A SCHOOL EMAIL ADDRESS FOR YOUR APPLICATION.
-If you get a message when you save your profile that says, "Your permanent address was changed to comply with USPS formats. Please verify it but do not edit it unless you typed it incorrectly the first time," scroll to where you entered your address, and click the circle for "I understand that my permanent address has been standardized and certify this is my correct address."
-Click on "save profile" at bottom of page. You may then get a message that says "Because ApplyTexas uses your email address as a username, any change to your email address requires verification that you have access to that email account. We have sent you an email containing a verification link that you will need to click on to verify the email address for use with this account. After verification, your new email address will also become your username. Once you have verified your email, you will be able to use your new ApplyTexas account."

LOG IN WITH VERIFIED EMAIL ADDRESS

At this point you must log in to the email address you put in your application and follow the link that was just sent to you by ApplyTexas. You cannot continue with your application until you complete this step!!

APPLICATION
-Click on "Start a new blank application."
-On the next screen select "Create a new 2-year college admissions application."
-Target College: Use the Search by Region drop down menu; under Gulf Coast Region select San Jacinto Community College and click "Continue."
*For the question, "Are you completing this application to apply for dual credit classes or concurrent enrollment at this institution while still in high school?" Answer YES

-Select a Semester: MECA applicants and those wishing to take summer courses choose SUMMER, all others choose FALL/SPRING based on when you want to start the classes

-Select a Major: select <u>MULTIDISCIPLINARY STUDIES ASSOCIATE DEGREE IN GENERAL STUDIES AA (it is where G is alphabetically)</u> and continue; on the following screen click "Continue to my Application"

<u>BIOGRAPHICAL INFORMATION</u>

-Answer all questions that say REQUIRED.

-VERY IMPORTANT: Make sure your home address is correct. Look in Skyward. Your transcript has it written in the correct format.

-Click "Save Changes" when you are done answering the questions. You may receive a message in blue print at the top of the page that says to confirm your name, date of birth, and address; click on the blue message and confirm the information. Save the page again.

<u>EDUCATIONAL BACKGROUND</u>

-High School Code is required! You <u>MUST</u> click on "Find Your High School," type in Galena Park High School in Galena Park, TX, and submit. Select your high school from the list, and it will automatically fill in the blanks; you must enter your expected graduation date.

-Leave #2 as Not Applicable, and Skip question 3 and 4.

-On the next page, you will need to answer all three in the following manner:

      -Did you take a Tech Prep course or courses for college credit? Select NO
      -Admission Basis: Dual Credit
      -Reason Attending: Earn Associates Degree

<u>RESIDENCY INFORMATION</u>

-For the question "Do you file your own federal income tax as an independent tax payer?" Answer NO

-For the question "Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed guardian?" Answer YES; Click "Save And Continue"

-Answer all questions marked as REQUIRED.

-If the answer to question 1 is NO (your parent/legal guardian is NOT a U.S Citizen), then answer the questions in the drop down section that appears.

-You must answer question 3 A & B if your parent/guardian lives in Texas. You do not have to know the exact number of years they have lived in Texas- an estimate is fine.

-For question 6: Gainfully employed means regular part-time or full-time job; you can answer no for part B.

-For question 7: Answer yes or no if your parent is married. If you answer yes to question 7, then you must select an answer for part A and B as well. The number of years married can be an estimate.

-Click "Save And Continue To Next Question" when you are done with this page

-You do not have to add additional comments for residency. Click "Save And Continue To Next Question."

-Review the information you provided for the residency section; click "Save Page And Continue With Application" if all information is correct

FINAL QUESTIONS

-You will be asked the following questions:

"Which Campus Do You Plan To Attend?" Click NORTH and save

"When you enroll at San Jacinto College what will your classification be in High School?" Select what grade level you will be when you take your first class and save; click save and complete this page

-Select the 3 boxes for Certification of Information and click "save and proceed to application submission."

-Select the box next to the message in red and click Submit Application Now.