
WELCOME CLASS OF 2025!



**SOUTH TEXAS
COLLEGE**

Dual Enrollment Academy Programs

APPLICATION REQUIREMENTS

STC Admissions Application: Complete through www.goapplytexas.org

Dual Enrollment Academy Programs Application:
<https://www.southtexascollege.edu/go/academies>

Essay: Describe your proposed field of study. How will your selected Academy Program help you accomplish your short- and long-term goals? How will you overcome obstacles you may face throughout the 2-year program to ensure your success? (1-page minimum length)

Recommendations: 9th or 10th Grade English, Math, and Science Teachers

Recent High School Transcript: Counselors Submits Directly to STC

Passing TSI Scores: Counselors Submits Directly to STC

Minimum TSIA 2.0 Assessment Scores

Test	Minimum Score
ELAR (Reading & Writing)	945 and Essay 5 or less than 945 and Diagnostic Level of a 5 or 6 and at least a 5 Essay
Math	950 or Below 950 and Diagnostic Level 6

ADMISSION APPLICATION

Complete an Admission's Application to South Texas College.

This Application is Separate from the Academy Program's Application

South Texas College will email you an acceptance letter a few days after completion:

- Includes Username & STC Student ID
- Not a letter of Acceptance to Academy Programs
- Save this Information**



 **ApplyTexas**
Many Schools **One Application**

Explore. Apply. Repeat.

FIRST TIME HERE?
It's fast. It's easy. It's free.

HAVE AN ACCOUNT?
Log in now.

[Get Started](#) [Login](#)

Step 1: Submit Online Interest Form

- Students interested in applying will first submit an Interest Form
- The system will automatically send them an email from my inbox
- Link: <https://tinyurl.com/STCAcademyPrograms>
- QR Code:

A screenshot of a web form titled "Academies & High School Projects" displayed on a tablet. The form is divided into three sections: "Enrollment Information", "Student Information", and "High School Information".
Enrollment Information: Includes a dropdown for "Academy Area of Interest", a dropdown for "* Entry Term", and a text field for "* Future Career Interest".
Student Information: Includes text fields for "* First Name", "* Last Name", "* Email Address", "* Phone", and "* Date of Birth" (with a calendar icon and "[mm/dd/yyyy]" placeholder).
High School Information: Includes a search field for "* High School Name" (with "Type to search" placeholder) and a text field for "* High School Student ID".
Buttons include "Remove Entry" (top right), "Submit" (bottom center), and "Add Another Response" (bottom right). A legend indicates "* = Required Field".

Step 2: Access Link to Self-Service Center (SSC)

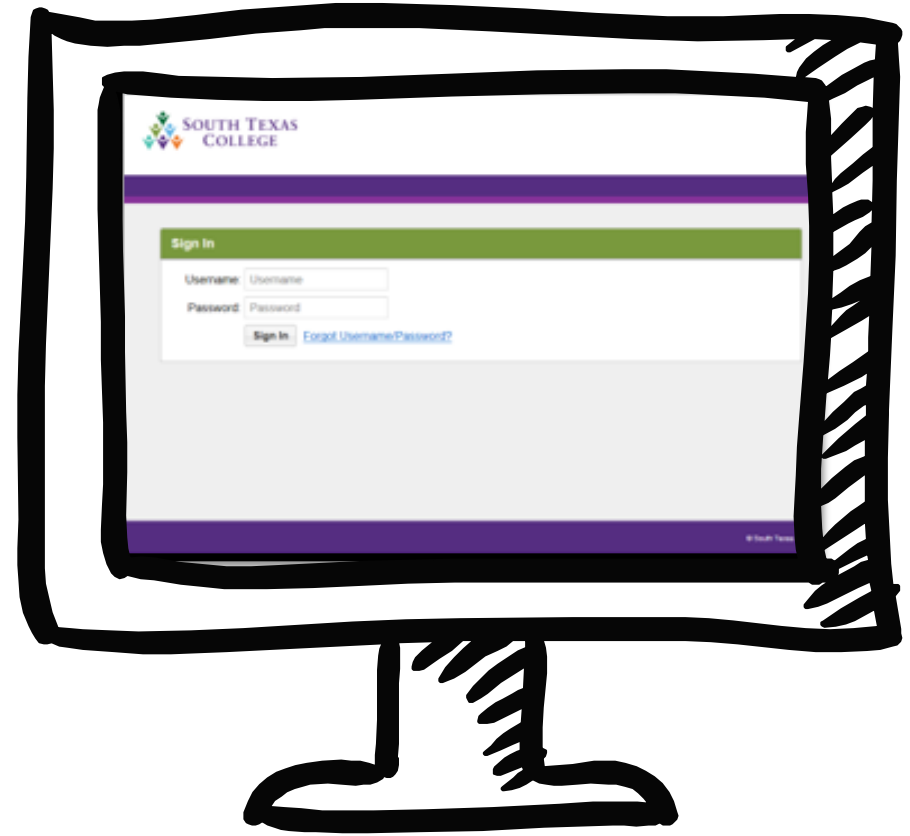


Must log-in to their email to click on the link to the Self-Service Center

Students will need to create an account; requires the creation of a username and password

Step 3: Create Account

- Create an account – Username & Password
- After creating account, go to e-mail to check for Verification E-mail



Step 4: Verify Email

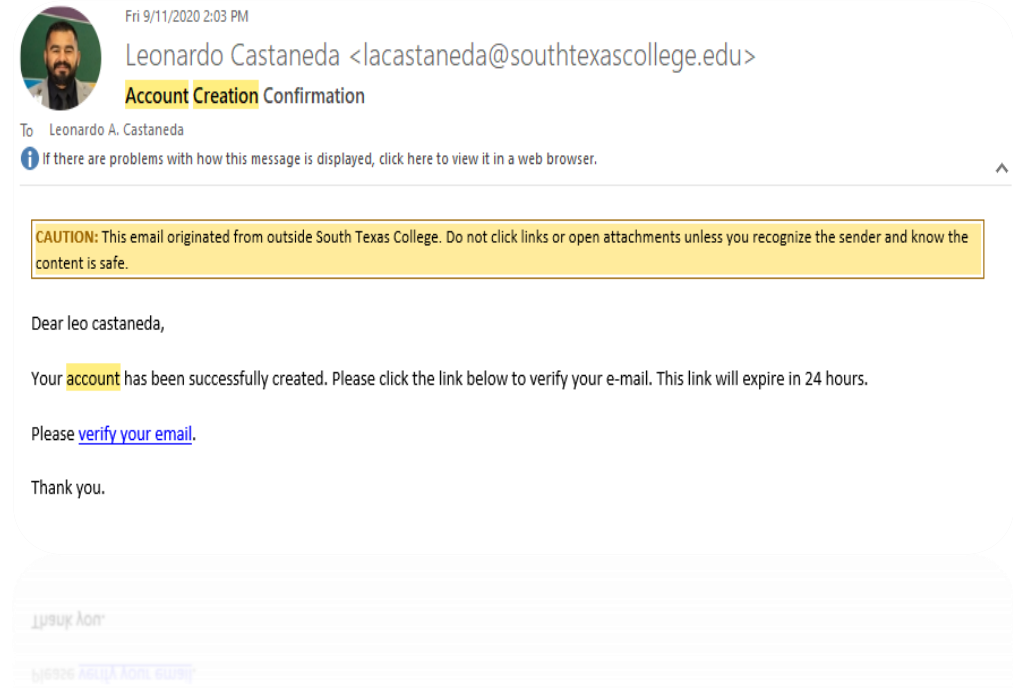


Verification E-mail: Student must log in to their e-mail for this step.

Only have 24 hours to verify email or link will expire!

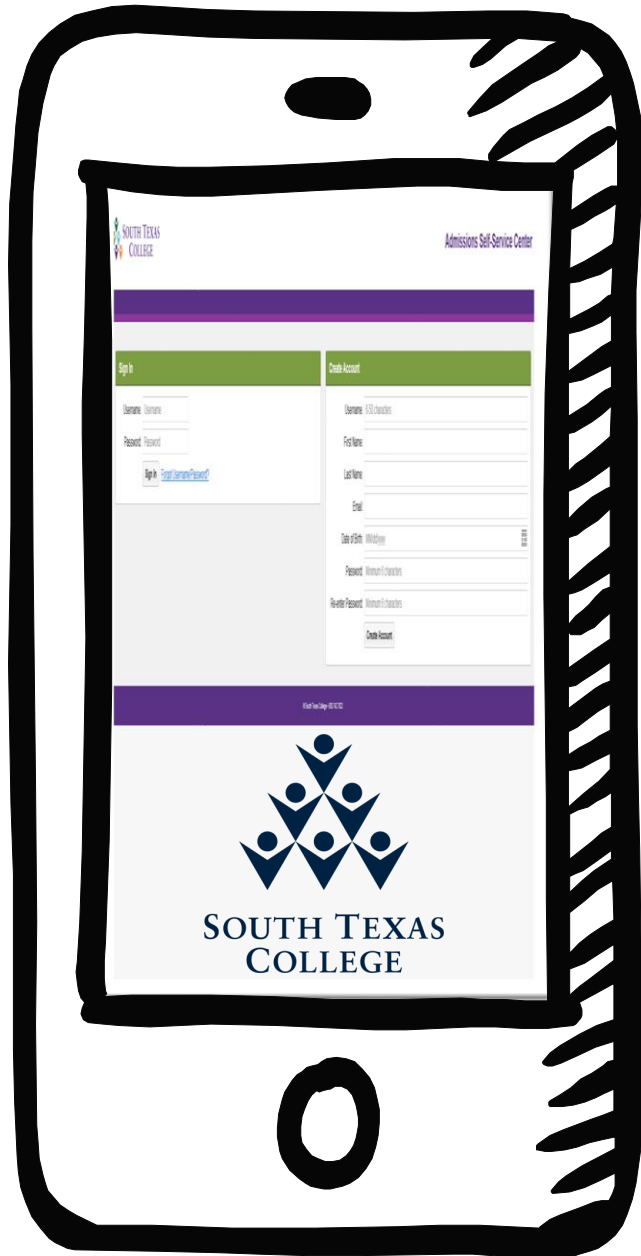
If forget username and password they have to click on Forgot Username/Password? link and it will send them an email to original email they used to reset.

Recommendation: Use an email you regularly check



Step 5: Login to Begin Application

- Login with username and password created
- You now may begin working on the application



SECTION I: INSTRUCTIONS

- ❑ Page after log in with application criteria/instructions, tabs on left had side are required to be complete:
- ❑ Recommended that students complete admissions application Apply Texas FIRST.

Save Logout Cancel Next

* = Required Field

APPLICATION CRITERIA:

The Academies are open to high school rising juniors through an application process. The criteria includes:

- Complete a [South Texas College Admissions Application \(directions\)](#)
- Complete a Dual Enrollment Academy Program Application (following requirements)
- Student Typed Essay - 12 Font, Times New Roman, Double-Spaced, 1-Page Minimum Requirement: Describe your proposed field of study. How will your selected Academy Program help you accomplish your short and long-term goals? How will you overcome obstacles you may face throughout the 2-year program to ensure your success?
- 3 Letters of Recommendation - 9th or 10th grade teacher of each of the following areas: English, Math, and Science
- Submit High School Transcript (Submitted by High School Counselor)
- Submit TSI Assessment Test Scores to STC Assessment Center (Submitted by High School Counselor)

Minimum TSI Assessment Scores	
ELAR (Reading & Writing)	945 & Essay 5 OR Less Than 945 & Diagnostic Level of a 5 or 6 & at Least an Essay 5
Math	950 or Below 950 & Diagnostic Level 6

Save Logout Cancel Next

SECTION 2: APPLICANT INFORMATION

- Select Academy applying to first!
- Fill in all required fields, recommended to fill in as many boxes as possible
- Can Add Another Response to add additional parent information.
- Don't forget to click SAVE often!

The screenshot shows the South Texas College application form for the Dual Enrollment Academy Program. The form is titled "Dual Enrollment Academy Program" and includes a "Please select the academy you are applying for:" dropdown menu. The form is divided into several sections: "Student Information", "Mailing Address", and "Parent Information". The "Student Information" section includes fields for Last Name, First Name, Middle Name, Student STC ID, Date of Birth, Gender, and Ethnicity. The "Mailing Address" section includes fields for Street or Box, City, State, Zip Code, Home Phone, Cell Phone, and Email. The "Parent Information" section includes fields for Last Name, First Name, Middle Name, Home Phone, Cell Phone, and Email. A green arrow points to the "Add Another Response" button at the bottom right of the form. The form also includes "Previous", "Save", "Logout", "Cancel", and "Next" buttons.

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Previous Save Logout Cancel Next

Dual Enrollment Academy Program * = Required Field

Please select the academy you are applying for:

Student Information

* Last Name * First Name Middle Name

Student STC ID

Your STC Student ID will start with "A"

* Date of Birth Gender Ethnicity

[mm/dd/yyyy]

Mailing Address:

Street or Box City

State Zip Code

Home Phone * Cell Phone * Email

Information about gender and ethnicity is voluntary and will only be used in a nondiscriminatory manner, consistent with applicable civil rights laws.

Parent Information Remove Entry

* Last Name * First Name Middle Name

Home Phone Cell Phone Email

Previous Save Logout Cancel Next

Add Another Response

SECTION 3: EDUCATIONAL BACKGROUND

- Input high school attending
- As they type their high school's name, they will get a drop down menu to select from

The screenshot shows a web form titled "High School Information" with a "Remove Entry" link. The form contains instructions: "Please look your high school up in the field below. If you are unable to find your high school, select 'Other/Not Found' and enter the name, city, and state of your high school in the space below." There are two input fields: a search field labeled "* High School Name" with the placeholder text "Type to search", and a dropdown menu labeled "Other High School Name, City, and State". A green arrow points to the search field, which is circled in blue. The form has "Previous", "Save", "Logout", "Cancel", and "Next" buttons at the top and bottom.

SECTION 4: RECOMMENDATIONS

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Previous Save Logout Cancel Next

Instructions
Applicant Information
Educational Background
Recommendations
Requirements

Three letters of recommendation from 9th or 10th grade teachers of the following core areas: English, Math and Science (no other subjects allowed) * = Required Field

Recommendation - English Send Invitation
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.
* First Name * Last Name * Email

Recommendation - Science Send Invitation
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.
* First Name * Last Name * Email

Recommendation - Math Send Invitation
Note: Each recipient will receive an individual email from you. This will not be sent as a group email.
* First Name * Last Name * Email

Waive Right to Recommendations
I hereby waive my right to review recommendations requested regarding my application for the Dual Enrollment Academy Program at South Texas College.

Previous Save Logout Cancel Next

- Three recommendations are required: Math, Science & English
- Students must ask 9th or 10th grade teachers in these subjects for their ISD emails.
- Must remember to click SEND INVITATION, can resend if would like.
- Recommended to 'Waive Right to Recommendations'

SECTION 5: REQUIREMENTS – ESSAY

- We highly encourage essay to be well written and reviewed prior to submission. Preferred file types: .doc., .docx., .pdf.

The screenshot shows a web application interface for submitting an essay. On the left is a vertical navigation menu with the following items: 'Instructions', 'Applicant Information', 'Educational Background', 'Recommendations', and 'Requirements'. The 'Requirements' item is currently selected. The main content area is titled 'Student Typed Essay' and includes a red asterisk and the text '*Required'. Below this title is an 'Attach file' button. At the top and bottom of the form area are navigation buttons: 'Previous', 'Save', 'Logout', 'Submit', and 'Cancel'.

Student must click **SUBMIT** to officially “turn in” application. Otherwise they can continue working by saving.

APPLICATION REQUIREMENTS: OVERVIEW

- Students must check this page continuously to ensure **all requirements are submitted by February 27, 2023.**
- Transcript submitted electronically by your High School Counselor
- Update essay and/or resume and resend or cancel recommendation letter invites on this page as well.

The screenshot displays the 'Admissions Self-Service Center' for South Texas College. The page title is 'Summary - South Texas College - Dual Enrollment Academy Programs 2018-19'. The user is logged in as 'Rebecca Marie De Leon'. The application status is 'Complete', submitted on 10/31/17 at 11:08 AM CDT. A 'Print' button is visible.

Requirements

Type	Name	Description	Status	Deadline	Action
Upload	Student Typed Essay		Received		Update
Upload	Student Resume		Received		Update
General	Passing TSI Assessment Test Scores		I Not Received		
Official Transcript	Veterans Memorial HS	Veterans Memorial HS	I Not Received		
Recommender	Monica Ramos	Monica Ramos	I Not Received		
Recommender	Leonardo Castaneda	Leonardo Castaneda	I Not Received		
Recommender	Mariztel Pena	Mariztel Pena	I Not Received		

Recommendation

Recommender	Type	Email	Status	Received	Action
Monica Ramos	English	mramos17@southtexascollege.edu	I Pending		Resend Invitation Cancel
Leonardo Castaneda	Science	lcastaneda@southtexascollege.edu	I Pending		Resend Invitation Cancel
Mariztel Pena	Math	mpena59@southtexascollege.edu	I Pending		Resend Invitation Cancel

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APPLICATION TIPS

- **E-mail** required to create an account to submit an application.
- Use an email that you commonly use.
- **Use YOUR E-mail.** Don't use one that belongs to a friend, parent/guardian, etc.
- You will receive automated messages to remind you of pending application requirements and the deadline.
- **Ask Teacher's permission** before you send them the request for a recommendation.
- **For your Essay:** Proof read it and ensure that they are your best effort. Essay now has a 1 page minimum requirement.

CONTACT INFORMATION

OFFICE OF DUAL ENROLLMENT ACADEMY PROGRAMS
PHONE: 956-872-2619

APPLICATION DEADLINE: FEBRUARY 27, 2022

