

Lee College Apply Texas Tips

Step1- Profile: Complete your profile

<http://www.applytexas.org/>

1. To begin the application, click on 'get started'
2. Complete only **red asterisk questions**
3. Use your "**personal**" email, not your school email. **Email can only be used once in the ATX system**
4. If you were born in the US, leave as "**Select a country if not U.S.**"
5. No dashes on your phone/cell number
EX. **2810002333**
6. Choose a "**password**" you can easily remember. Write down and save your username and password
(username is your email address)

Step 2-My Applications: Make the following selections:

1. My Applications
2. Click on create a new application
3. Select 2 Year College Admissions Application
4. Select Lee College, Baytown, TX
5. Check "No" for applying for dual credit classes
6. Select the semester you wish to start taking classes (**Summer 2021**)
7. Select "**Academic Degree Plans**" 2 years (Ex. Pre-Engineering, Teaching, Transfer Allied Health) OR "**Technical Degree Plans**" 2 years (Ex. Process Technology, OR "**Technical Certificate Plans less than 2 years**" (Ex. Pipefitting helper, Welding, LVN)
8. Select "Your Preferred Major" from the dropdown menu
9. Click on "continue to my application" to start the application

Biographical Information

Fill in the required sections *Failure to enter your social security number will hold up the application process and you will be required to present residency documentation to the Admissions office.

Educational Background

10. Fill in the required sections
click on "Find Your High School" and type in your full high school name, click submit. Select

high school that matches your school address.
Code should automatically be added.

11. *Answer month/year you will graduate
12. Answer NO to home schooled
13. Skip colleges attended section (if it does not apply to you)

Educational Information

Question 1 answer to your best ability
Question 2 answer "High School Graduate"
Question 3 most common answer "Earn Associates Degree (2 years) OR Earn a certificate (less than 2 years) OR Earn credits to transfer"

Residency Information

Question1: answer Yes or No
Save and continue answering next questions (you may have additional residency questions based on your response)

Custom Questions for this institution

Question 1 Dual Enrollment answer "No"
Question 2 Future date of Graduation: Ex: May 2021
Question 3 click "save, acknowledge"
Question 4 click "save, acknowledge"
Question 5 Answer **Yes** for Lee College to text vital information regarding registration, financial aid and alerts and payment information
Question 6 Read & check box, save, acknowledge question
Question 7 Special populations please mark any items that may apply to you or none of the above
Click "save and complete this page"

Certification and Payment

Please check your email for verification before proceeding.

You can now read and check all 3 boxes and then click "save and proceed to application submission"
Click small box next to red paragraph, then click "Submit Application Now"

Final screen will indicate your application was successfully submitted

Feel free to review our Apply Texas video

<https://youtu.be/W7LGjQ9v0Jk>