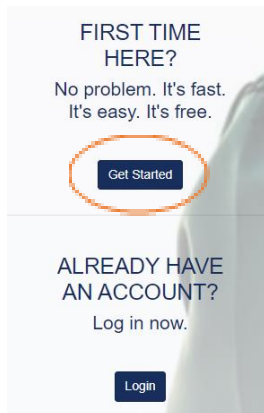


HOW TO SUBMIT YOUR MATHEMATICS AND SCIENCE ACADEMY APPLICATION

1. Access the following website to get started: <https://goapplytexas.org>. Click “Get Started” under **FIRST TIME HERE?** if it’s your first time logging in to this website to **create your account information**. If you have already created an account, click “Login” and skip to Step 5.

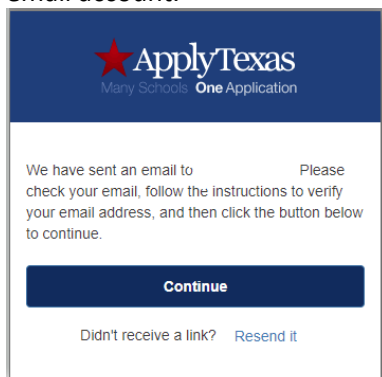


2. You will be asked to choose a username and a password as part of the account creation process. The email account you provide must not be shared with anybody that may also be using this website. We do **not** recommend using school email accounts. If you do not have a personal email account, there are several services where you can get one such as Gmail, Outlook, iCloud, etc.

Password must contain:

- 1 lower case letter
- 1 upper case letter
- 1 special character
- 1 number
- at least 12 characters

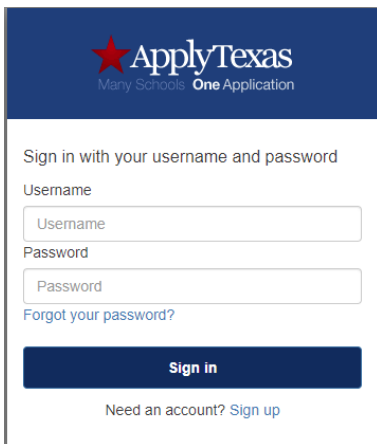
Click “Sign up” once you have chosen your login credentials. A verification email will be sent to your email account.



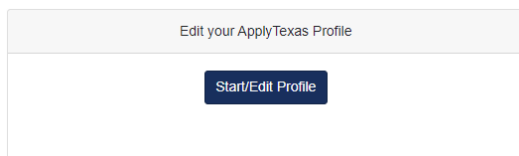
- You will be required to verify your email address. Log in to the email account you provided in the previous step and look for an email from applytexas@austin.utexas.edu. If the email is not in your “Inbox” check the Junk or Spam folders. You will need to move the email to “Inbox” in case it is in the Junk or Spam folders. If you don’t **verify your email address**, you will get the following error when trying to log in to <https://goapplytexas.org>.

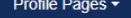
Your account must be confirmed before you can continue. Please check your email and follow the instructions.

- Once your email has been verified, log in to <https://goapplytexas.org>.



- You will need to complete your profile before you are able to create an application. To create your profile, you need to fill out 10 pages. We have included information on what to fill out below. Start by clicking on “Start/Edit Profile”.



NOTE: Complete all the 10 pages of the profile. You may click on  at the top of the page to check your progress. If there are any errors in the pages, it will not allow you to continue. Look at the bottom left-hand corner for error notifications in red. Fields with a * are required.

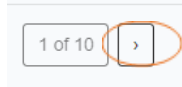
Page 1---Names

- Check box-** “Yes, I agree” Check this box after you have read the “Privacy Policy”.
- Fill out your Personal Information:
 - Social Security Number (optional)
 - Last Name (required)
 - First Name (required)
 - Middle Name
 - Suffix
 - Preferred First Name

- Last two questions you may skip if not applicable.
- Click Save (there will be a blue box at the top right-hand corner showing you it is being saved)



- Go to page 2 by using the arrow at the bottom of the page pointing to the right.



Page 2---Background

- Continue filling out Personal Information
NOTE: All fields in this page are required.
 - Date of Birth
 - City of Birth
 - Country of Birth
 - After selecting the Country, if United States, you will be asked for “State of Birth”
- Click Save
- Go to page 3

Page 3---Citizenship

- Answer Yes or No to “Are you a U.S. Citizen?”, depending on what you answer you will be given a set of questions.
- Provide your gender
- Click Save
- Go to page 4

Page 4---Permanent Address

- Fill out Permanent Address Information
 - Permanent Street Address (**required**)
 - Permanent Street Address line 2
 - Permanent Street Address line 3
 - Permanent Address City (**required**)
 - Permanent Address Country (**required**)
 - After selecting the Country, if United States, you will be asked for “Permanent Address State” (**required**)
 - Permanent Address Postal/Zip Code
 - After entering information, you will need to verify your address by clicking

Click to Verify Address

- If your address matches the format from the US Post Office, you will get a message indicating the address has been verified.
 - If your address does not match the format, you will be given the option to fix the address or proceed with the data as you entered it.
- Click Save
 - Go to page 5

Page 5---Physical Address

- a. Fill out Physical Address Information
NOTE: Skip page 5 and go to page 6 if your physical address is the same as **permanent address**.
 - Follow instructions from page 4 if you need to provide address
- b. Click save
- c. Go to page 6

Page 6---Phone Numbers

- a. Fill out Phone Number Information
 - Preferred Phone Number (**required**)
 - International Preferred Phone Country Code (only if applicable)
 - Preferred Phone Type (**required**)
 - Alternate Phone Number
 - International Alternate Phone Country Code (only if applicable)
 - Alternate Phone Type
- b. Click Save
- c. Go to page 7

Page 7---Emergency Contact

- a. Fill out Emergency Contact Information
 - Emergency Contact Title
 - Emergency Contact Last Name (**required**)
 - Emergency Contact First Name (**required**)
 - If you answer “Yes” to “Does your emergency contact have a phone?” you will need to enter the phone number. (**required**)
 - Emergency Contact Street Address
 - Emergency Contact Street Address line 2
 - Emergency Contact Address City
 - Emergency Contact Address Country
 - Emergency Contact Address Postal/Zip Code
 - Emergency Contact Email Address
 - Emergency Contact Email Address confirmation
- b. Click Save
- c. Go to page 8

Page 8---High School/Secondary School

- a. Fill out High School Details
NOTE: Read the information under “Your high school details”.
 - Use the school search to find your school (**required**)

Search for your high school/secondary school: *

To reset selected school details, type 'reset search' in the search box

- Enter your current high school name or city
- If school is not found, you may select “School not found”
- Expected Graduation Date (**required**)
 - To determine your graduation date, consider your current grade level

- If you check the box that you have attended additional high school or secondary schools, it will ask you to provide information.
 - Answer “NO” to GED question.
- b. Click Save
 - c. Go to page 9


Page 9--- College History

- a. Fill out College Details
 - Have you taken any college courses? (required)
 - If you answer “Yes”, you will be asked for the college information.
 - Answer “Yes” or “No” if you consent and agree for ApplyTexas and its partners to communicate with you by email or text.
 - Are you currently on academic suspension from the last college or university attended?
 - Answer “No” if you haven’t attended any college
- b. Click Save
- c. Got to page 10

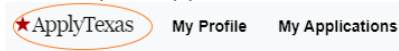
Page 10--- Texas Residency

- a. Fill out Texas Residency Details

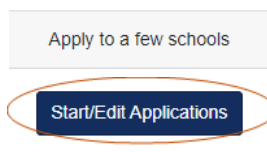
NOTE: All the fields/questions in this page are **required**.

 - Of what country are you a resident?
 - Select United States unless you are resident from another country
 - If United States is the country where you reside, then you will get the question “Of what state are you a resident?”
 - You will asked additional questions, answer “Yes” or “No”
- b. When you are done with page 10 click on  at the bottom right-hand corner.
- c. You have now finished the profile! Now it’s time to create your application.

6. To start your application. Click on the ApplyTexas logo on the top left-hand corner of the page.



7. Click on Start/Edit Applications



8. Click on “Start a New Application”



9. Answer the questions as shown below:

Would you like to apply to a two-year or four-year college/university?

Two-year community/junior college
 Four-year college/university

Select the institution to which you would like to apply

University of Texas Rio Grande Valley - (Edinburg)

Select your application type

Dual Credit

Select your semester

Fall 2022

Select your school

use arrows to select school

Select your first choice major

use arrows to select major

10. Click on “Select choices and start application”

Select choices and start application

11. You will see a new orange color square for the UTRGV application. Click on “Admissions application” within that orange square to display the application sections you need to complete.

All applications

-- section is complete
 -- section is incomplete

All my applications Submitted applications In progress applications

University of Texas Rio Grande Valley
Fall 2022

Dual Credit ([])

Application ID: []

Status: Saved, in progress ()

Deadline: 08/22/2022 (Regular Deadline)

+ Admissions application

(Not ready to submit)

All applications

-- section is complete
 -- section is incomplete

All my applications Submitted applications In progress applications

University of Texas Rio Grande Valley
Fall 2022

Dual Credit ([])

Application ID: []

Status: Saved, in progress ()

Deadline: 08/22/2022 (Regular Deadline)

— Admissions application

! Dual Credit questions (Page 1 of 7)

! Questions specific to University of Texas Rio Grande Valley (Page 1 of 1)

! Essays for this application

(Not ready to submit)

12. Click on the Dual Credit questions section to open the application questions. You only need to fill out Page 1 and 2 for the Mathematics and Science Academy application.

Page 1-Biographical Information

- Answer questions about parent/guardian, language spoken, household size, and gross income. Some questions are **required**.

Page 2-Education Information/Test Information

- Answer the question about being a freshman with or without college credit hours
- Are you home-schooled? **(required)**
 - If you answer yes, you will be getting this message:

School information

If you were home-schooled during your high school years, please make sure you entered 'Home Schooled' on your profile and selected the appropriate home-schooled code.

- Answer “Yes” or “No” if you will graduate with **IB diploma (required)**
- Answer “None” for **preprofessional** question unless it applies to you
- Answer “No” to **teacher certification** unless it applies to you. **(required)**
- For **tests**, select any that apply and provide date you took it.
- For the last question of **sharing transcript** you can select “Not applicable, this question does not apply to me”

Page 3-Senior Courses

- You may skip this section.

Page 4-Extracurriculars

- You may skip this section.

Page 5-Community/Volunteer Service


- You may skip this section.

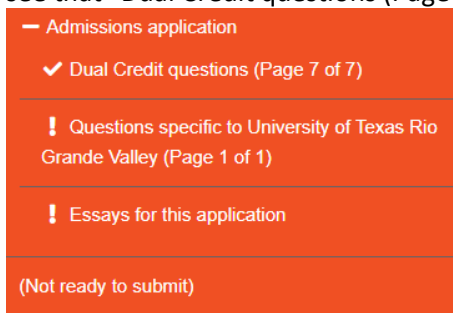
Page 6-Honors/Awards

- You may skip this section.

Page 7-Employment/Internships

- You may skip this section.

13. When you are done, click on  at the bottom right-hand corner. You will be taken to the application status screen. Click on “Admissions application” to expand the sections again. You will see that “Dual Credit questions (Page 7 of 7)” has a **checkmark** which means “**Complete**”.




14. Click on **Questions specific to University of Texas Rio Grande Valley (Page 1 of 1)** to proceed.

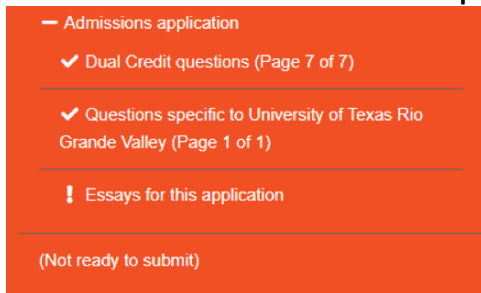
NOTE: All the questions in this page are **required**.

- **Activities-** select both
- **UTRGV Text Message Opt In-** your decision
- **UTRGV Dual Credit-**only select one of the following. This is the part of the application that is going to tell us you are interested in our Mathematics and Science Academy option.

- MSA Brownsville (Fall only)
- MSA Edinburg (Fall only)
- MSA Online (Fall & Spring)

- **UTRGV First Choice-** your answer
- **UTRGV Migrant Question-** your answer
- **Occupational License-** click “Save, Acknowledge Question”
- **UTRGV Enrollment-** your decision
- **High School Graduation-** answer “NO”
- Click Save

15. When you are done click on  at the bottom right-hand corner. You will be taken to the application status screen. Click on “Admissions application” and you will see that “Dual Credit questions (Page 7 of 7) & Questions specific to University of Texas Rio Grande Valley (Page 1 of 1) have a **checkmark** which means “**Complete**”.




16. Click on “Essays for this application” to proceed. Although we do not require an essay for your MSA application, you need to do the following step in order to submit your application.

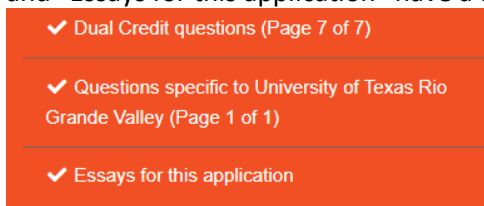
- Under “Essay Topic A” type MSA

Essay Topic A: Tell us your story. What unique opportunities or challenges have you experienced throughout your high school career that have shaped who you are today?

MSA

- Click Save

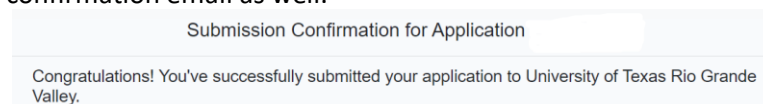
17. When you are done click on  at the bottom right-hand corner. You will be taken to the application status screen. Click on “Admissions application” and you will see that “Dual Credit questions” (Page 7 of 7), “Questions specific to University of Texas Rio Grande Valley”(Page 1 of 1), and “Essays for this application” have a **checkmark** which means “**Complete**”.



18. Now you can submit application by clicking on “Submit this application”



19. After submitting the application, you will get the following message with your application ID and a confirmation email as well.



20. You are done! Don’t forget to monitor your email frequently in case we need to communicate with you about pending items or the admissions process!