STUDENT:

STEP 1  Attend an Early College High School orientation/information session at your high school campus.

STEP 2  Complete the online application at www.applytexas.org.

STEP 3  Successfully pass all or part of the TSI exam. See “Eligibility Criteria” for more information.

STEP 4  Submit completed “Student Guidelines & Parental Consent” form to your high school counselor.

STEP 5  Meet with your high school counselor and determine the courses in which you would like to enroll.

HIGH SCHOOL COUNSELOR:

STEP 6  Submit the following to the TSC Office of High School Relations and Community Outreach:
   - TSI test scores
   - Most current student transcript
   - Completed “Student Guidelines & Parental Consent” form

STEP 7  Submit “Semester or Yearlong Course Request” and “Instructor Request” forms, if required, to the TSC Office of High School Relations and Community Outreach by the approved deadline.

STEP 8  Submit complete class rosters to the TSC Office of High School Relations and Community Outreach by the approved deadline.

TEXAS SOUTHMOST COLLEGE:

STEP 9  Verify all documents have been submitted and are complete and review documents to validate student eligibility for participation.

STEP 10 Enroll students into courses and issue student identification cards with student credential information.

STEP 11 Submit final class rosters to high school counselors.