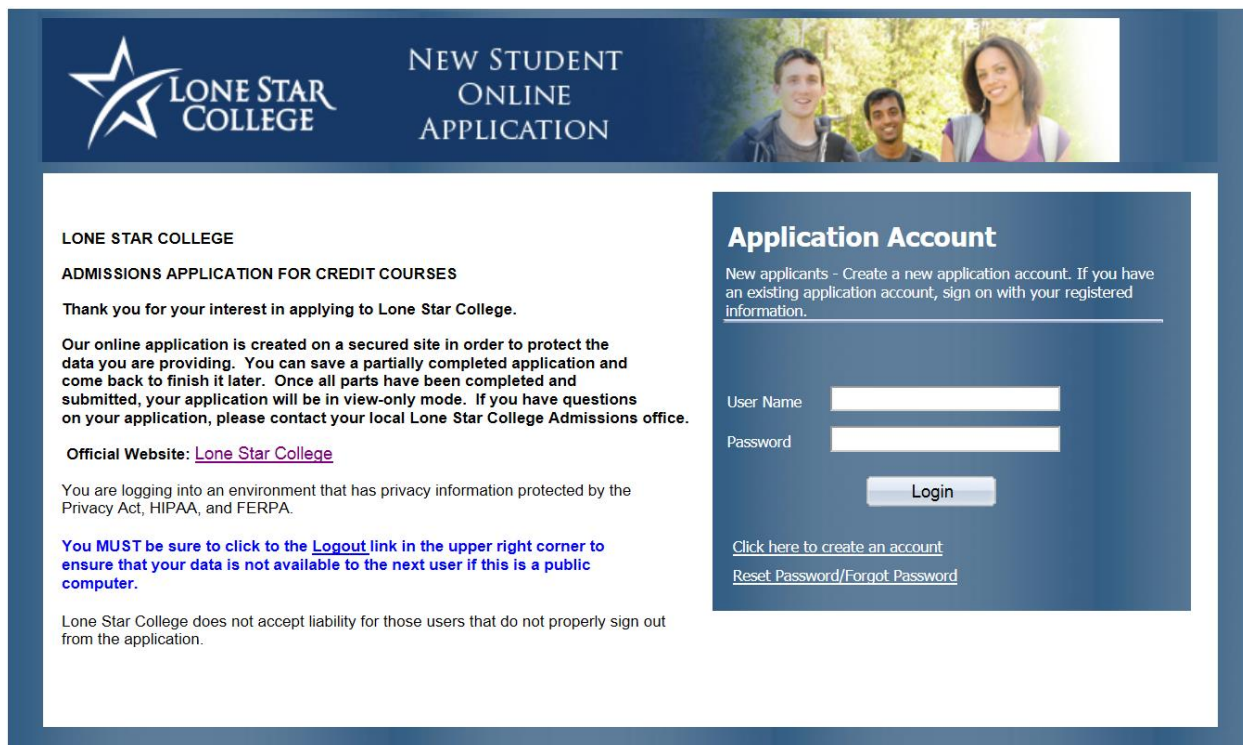


Instructions for the Lone Star College Online Application Dual Credit Students

Step 1 – Go to: www.lonestar.edu/apply

Step 2 – Click on: [online admissions application](#) (under Apply Now and Apply for Admissions)

Step 3 – Click on: [New Student Online Application](#).



LONE STAR COLLEGE
ADMISSIONS APPLICATION FOR CREDIT COURSES
Thank you for your interest in applying to Lone Star College.

Our online application is created on a secured site in order to protect the data you are providing. You can save a partially completed application and come back to finish it later. Once all parts have been completed and submitted, your application will be in view-only mode. If you have questions on your application, please contact your local Lone Star College Admissions office.

Official Website: [Lone Star College](#)

You are logging into an environment that has privacy information protected by the Privacy Act, HIPAA, and FERPA.

You **MUST** be sure to click to the [Logout](#) link in the upper right corner to ensure that your data is not available to the next user if this is a public computer.

Lone Star College does not accept liability for those users that do not properly sign out from the application.

Application Account

New applicants - Create a new application account. If you have an existing application account, sign on with your registered information.

User Name

Password

[Click here to create an account](#)
[Reset Password/Forgot Password](#)

Creating an Account

Step 1 – Click the: [Click here to create an account](#) link.

Step 2 – Fill out the information, choose a username and password.

Note: It is important to use proper Upper and lower case letters when entering information into the fields of the online application. Students must have an email to create this account. If the username you chose has already been taken, please select another username. However, if you received a message saying “**The user ID you are requesting is already in the database**”. You must enter a different ID or check your email address for a temporary user ID and password.

Step 3 – Click on: [Apply Now](#) button. The screen should now say:

“The Submit was successful” – User ID has been created successfully.

Step 4 – Click the “[Ok](#)” button.

Instructions for the Lone Star College Online Application Dual Credit Students

Login and Complete the Application

(Warning: Screen will time-out/log-out of the application is inactive after 3 minutes).

After creating an account, the system will take you to the login page.

Step 1 – Login using the user ID and password you just created.

Step 2 – Verify that your name and information are correct and then click **Next**.

Step 3 – Select **Citizenship Status** (US Citizen, US Legal Resident or VISA)

If you selected **Visa**, enter the information; for example I-20, L2 visa, etc.

If you are international, without a social security number, leave it blank.

Step 4 – Enter your **Social Security Number** if you have one – if you do not know or remember it, you will need to provide Lone Star College–University Park with the original copy and an issued government picture ID at a later date. Click **Next**.

Step 5 – Enter your **Home Address, Phone Number, and Emergency Contact Information.**

Click **Next**.

Step 6 – Please make sure you select your ethnic/race (Hispanic/Latino, Asian, etc.).

Check the box indicating that your information is correct. Click **Next** to continue.

Institutional Research Page

Answer the questions on this page to the best of your ability. If you choose not to answer these **optional** questions and you are ready to proceed, click **Next** to continue.

Step 6 – Academic Goal, Degrees, Major and Campus Page

Select an **Academic Goal** – you **must** select “**Earn an Associate’s Deg–2 Yrs.**”

Select the **semester** you will begin attending – Fall, Summer or Spring.

Select a Degree – you **must** choose either an **AA** or **AS** (**Associate of Arts** or **Associates of Science**).

Note: Choosing an **academic program** is **required** for the application process; however, if you are not sure what you want to study, it can be easily changed later.

Select **University Park** for your campus

Click on **Search** – now select **University Park** again. Click on **Confirm**

Instructions for the Lone Star College Online Application Dual Credit Students

Now you have reached the area where you are given the first opportunity to start saving the information. **Continue** to “**Save**” the information on each page.

Click **Save** – then click **Next**.

Applicant’s Profile Page

Since you are a **Dual Credit Student** – Choose: ‘I am **currently** enrolled in high school’.

Step 7 – Educational Background Page

Select: ‘High School in the US’. Click on the **High School Search** button.

Select **Texas**, then type in the city of your high school

Type in the name of your high school. Click **Select**.

Enter your **graduation month, day and year** (06/03/2018). Select **Next**.

***Note:** **Skip** the question regarding ‘Previous College Information’.

Step 8 – Click Texas Residency Questionnaire

***Note:** Answer the questions carefully.

Step 9 – Click on the box after **reading** the **Bacterial Meningitis** Public Service Announcement – Click **Next**. Do the same for the **Financial Responsibility Agreement**.

Click **Next**.

Step 10 – Click on the box confirming that what you have answered is correct –

Click **Save** and then **Submit**.

Congratulations!! You should now see the **Application Confirmation Page**

Print or take a picture of this page for your records.

If you received a ‘Completed’ message without a username or student ID, **first contact 832-813-6600** to obtain your info.

Lonestar ID# _____

Username: _____

Password: _____