

Step by Step Guide Applying for College Admission

If at any time you run into difficulty, reach out to the following:

NSCAdmissions@seattlecolleges.edu OR NSCRegistration@seattlecolleges.edu

Step 1

Log in to the Washington State Free Online Application [at this link](#). (The URL for this link is listed at the bottom of this document.) Create an account using the link on the landing page shown below. Be sure to write down your username and password!



Welcome!

Online Admissions Application

To apply to a college, please create an admissions application account.

[Create an account](#)

or

[Log in](#)

Unfortunately, creating your account is a rather lengthy process with lots of steps. Here is an outline of the steps you'll need to follow:

- Click on the *Create an account* link (shown above).
- Create a username and password. This will only work for your application. You'll have different credentials for your College in the High School course.
- Fill out the *Other Information* (name, date of birth, email address) then click *Submit*.
- Fill out the security questions when prompted, select "I am not a robot" and click *Submit*.
- A pop-up window should appear prompting you to enter a one-time password (OTP) that was sent to the email address you provided. Find the OTP in your email, click on *Enter OTP* in the pop-up window, then enter your code. (The email with the code will be from the address noreply@sbctc.edu.)

Step 2

You're *finally* ready to create your admissions application! Use your new Username and Password to log in to the application and complete the first page. These are the answers you should use on this page:

College: select *North Seattle College*

I will be enrolling as a: select *First Year*

Program: select *Transitional Studies*

Term: Select *Fall 2022* if applying prior to September 26. If it's after that date, select *Winter 2023*.

Degree or Certificate I'm seeking: select *Undecided-Transitional Studies*

That's it – anything else can be left blank!

[Click on Apply](#)

Step 3

Answer the questions on the [Personal Information](#) page as appropriate. This page includes some pull-down menus and blanks for you to type your information.

Admissions Information | Term: SPRING 2022 | Type: First Year | Program: Non-Award Seeking | Plan: Non-degree - Other

NORTH SEATTLE COLLEGE
North Seattle College
Term : SPRING 2022

College: North Seattle College | Admission Type: First Year | Program: Non-Award Seeking
Term: SPRING 2022 | Plan: Non-degree - Other | Sub-Plan: None

Personal Information

High School Information
Ethnicity Details
Residency
Supplemental Questions
Review and Submit

* Requires response

- All required fields are filled out
- Required fields are not filled out
- Completed
- Started
- Not Started

Required items are indicated by an asterisk* [Read Less](#)

Your Social Security Number (SSN) is used for several purposes:

- to administer financial aid
- to verify academic records
- to conduct research
- to report payments you made that may qualify for a tax deduction on your income tax return

In keeping with state and federal law, the college will protect your SSN from unauthorized use and disclosure. We are required to ask for you you will still be able to enroll in the college, but you may be subject to an IRS penalty of \$50.

Please provide your legal sex as denoted on your birth certificate or driver's license per WAC 246-490-075 or WAC 308-104-0150. Gender I admission to the college and in student self-service.

Title | First Name * | Preferred First Name

When finished with this page, click NEXT on the lower right corner of the page or save for later.



Step 4

After you click NEXT on the Personal Information Page, you'll be taken to [High School Information](#) Page. Click on Search High School and a new dialogue box opens (shown below). Type in the name of your high school and options will appear. Click the link that represents your high school.

School/College Search

Enter School/College: Nathan Hale | Select Country: | Select State: | Enter City:

School/College Name	Country	State	City
Nathan Hale-Ray High School	USA	CT	Moodus
Nathan Hale High School	USA	OK	Tulsa
Nathan Hale High School	USA	WA	Seattle
Nathan Hale High School	USA	WI	West Allis

After you select the link that corresponds to your high school, the window closes and you'll see that your school's information has been entered (shown below).

Add School/College

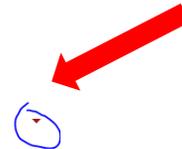
Search High School *
Nathan Hale High School

Country: United States
Address Line 1: 10750 30Th Ave Ne
City: Seattle
State: Washington
Postal Code: 98125-7937
Location Code:

Step 5

We're not quite done with the high school page. Next, add the date you began high school. You don't need to know the exact day. You can select a day in August or September. If you pick a day that is on a Saturday or Sunday, you'll get a red error message. For the end date, select the current day. Finally, select your current grade from the drop-down menu when asked, "What will be the highest level of completion when you begin college?" If you are in 12th grade, select *High School Diploma*. Look for the little arrow on the far right side of the page to find the drop-down menu (shown below). Click NEXT or save for later.

What will your high school completion status be when you begin college? *



Step 6

Complete the [Ethnicity Information](#) page next. (This is not required but helps the college with planning and support services.) When finished, select NEXT or save for later.

Ethnicity Details

Required items are indicated by an asterisk*

Our system is committed to racial equity and equal opportunity for all students. We collect information on race, ethnicity, and other student demographic data to measure our progress and guide our efforts to achieve these goals. Response or non-response to this section will not affect your consideration for admission.

1. Are you Hispanic or Latino?

Yes, I am Hispanic or Latino
 No, I am not Hispanic or Latino

2. What is your race? Select one or more

White
 Black/African American
 Hispanic/Latino
 Asian
 American Indian/Alaska Native
 Native Hawaiian/Other Pac Island

Step 7

Next, you'll be on the [Residency Page](#). Fill this out and when finished select NEXT or save for later. (On this page, every answer is in a drop-down menu. Look for the little arrow on the right side of the page.)

Residency

This section will require that you complete all the questions presented to you indicated by an asterisk*.

Responses to this section will not affect your consideration for admission, however, you may be requested to submit supporting documentation.

Washington Senate Bill 5194 passed in 2021. It allows students who are eligible to sign this affidavit to pay in-state (resident) tuition and fees at public institutions (RCW 28B 15.012(2) (e)). [Access the form to see if you meet the residency requirements.](#)

Do you understand your response to residency questions will not affect your consideration for admissions? *

Yes

Are you a U. S. Citizen? *

Have you lived in the State of Washington for the past 12 consecutive months? *



Step 8

After clicking SAVE, you'll arrive on the [Supplemental Questions](#) page. (This is not required but helps the college with planning and support services.) Although not required, you DO have to select an answer (one of which is *Prefer not to answer*.) When finished, select NEXT or save for later.

Step 9

This is the last step. After clicking NEXT on the Supplemental Questions, you'll be taken to the [Certification Statement](#) shown below. Read the text and click on the box next to "Yes, I accept." Finally, select *Submit Now* and you're done. Within a few days, you'll receive your student ID number (ctcLink ID number). You'll need to share this number with your High School teacher, so be sure to write it down. If you don't receive your number in a few days, be sure to check your junk folder!

Review and Submit

By selecting "Yes" below, I certify that all statements on this form are true to the best of my knowledge. It is the policy of Washington's community and technical colleges to provide equal opportunity in education regardless of race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, genetic information, gender identity, veteran status or the presence of any sensory, mental, or physical disability.

Response or non-response to any of the questions listed as voluntary in this application will not affect your consideration for admission.

Yes, I accept

Date: Jan 27, 2022

[← Previous](#)

[Save for later](#)

[Submit Now](#)

Full Application Link:

<https://apply.ctc.edu/user>