



# CTC FAST Track Application

## Creating a CTC Account

1. Open **Google Chrome**
2. Go to [www.ctcd.edu](http://www.ctcd.edu)
3. Click "Apply Now"
4. **If you already have an account click "Log In"**
  - a. Username is the email you provided
  - b. Password is what you created (or click Forgot Password to reset it)

**If you need to create an account, click "Sign Up" and fill in the info requested**

- c. First Name
- d. Last Name
- e. Email Address (this will be your username when you Log In)
- f. Click SUBMIT button (you should receive an email with a link to create your username and password)
  - i. Click link in the welcome email from CTC
  - ii. Click "Reset Password"
  - iii. Create a password (it must have a mix of letters and numbers)
  - iv. Click "Create a Password"
- g. Now you can either click "**START A NEW APPLICATION**" from where you created your password, or you can Log In from where you created the account.

## Starting the Application

### 1. Type of Application

- a. Indicate on what basis you are seeking admission - select **"High School Graduate"**
- b. Select the option that is most appropriate - select **"Courses for College Credit"**
- c. Term you expect to enter - select **Summer or Fall**
- d. Click START APPLICATION

### 2. Personal Information

- a. Your name should already be filled in
- b. Middle Name (if you have one)
- c. Suffix (if you have one legally like: II, III, Jr. Sr.)
- d. DOB
- e. Social Security Number (your HS counselor may have this info) add the dashes & **make sure it is correct!!!!**
- f. Gender
- g. Ethnicity and Race
  - i. Are you Hispanic/Latino?
  - ii. Select racial category





# CTC FAST Track Application

- i. Did you complete a GED? Select "No"
  - ii. What type of high school did you attend? Select "High School in Texas"
  - iii. High School look up start typing home campus; it should pop up to select
  - iv. Provide name of high school Re-type your high school
  - v. When did you START school here? For most of you it will be August 25, 2016
  - vi. Are you currently a high school student? NO
  - vii. Graduation date 05/31/2020 Killeen High School
- b. Click CONTINUE

## 6. Previous College Experience

- a. Do you have previous college info not listed below? If no dual credit classes then then click NO.
  - i. If you have taken or are currently taking dual credit, I think it will have CTC listed on your application so you can click NO. If CTC is not listed, then click YES and provide required info.
- b. Click CONTINUE

## 7. Residency Information

- a. Are you a U.S. citizen?
  - i. If No, Are you a Permanent Resident of the U.S.?
    - 1. If Yes – indicate card date of issue
    - 2. If No –
      - a. Are you a foreign national whose app for Permanent Resident Status has been preliminarily reviewed?
      - b. Are you a foreign national here with a visa?
        - i. If Yes - please select an option (select Visa Type)
      - c. Are you a foreign national here with a Refugee, Asylee, Parolee or here under Temporary Protective Status?
        - i. If Yes - please select an option
- b. Are you a resident of Texas? **If No, select what U.S. state or country you are a resident of**
- c. During the 12 months prior to the term for which you are applying, did you attend a public college or university in Texas (excluding Central Texas College)? **No**
- d. Prior to the term of which you are applying, have you graduated or will you graduate from a Texas high school, or complete a GED in Texas? **YES**
- e. Did you live or will you have lived in Texas the 36 months leading up to high school graduation or completion of the GED? ...Remember you're answering as a graduate, so 3 years before graduation date
- f. When you begin the semester for which you are applying, will you have lived in Texas for the previous 12 months? ...Remember you're answering as a graduate, so 12 prior to June (summer courses) or August (fall courses)
- g. Do you file your own federal income tax as an independent tax payer? **NO**



# CTC FAST Track Application

- h. Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian? (Parent/guardian provides at least ½ of your support) **Yes**  
**(Pick ONE parent and answer these questions)**
- i. Is the parent/legal guardian upon whom you base your claim of residency a U.S. citizen?
- j. Is the parent or legal guardian upon whom you based your claim of residency a Permanent Resident?
- k. Does this parent or legal guardian currently live in Texas? **If not, explain**
- l. If he or she is currently living in Texas, how long has he or she been living here? (0-11 months, 12+ months)
- m. What is his/her purpose for being in the state? Select “**establish/maintain a home**”
- n. If he or she is a member of U.S. military, is Texas his or her Home of Record?
- i. If No, what state is listed as his or her military legal residence for tax purposes on his or her Leave and Earnings Statement for the 12 months prior to enrollment?
- o. Does your parent or legal guardian hold a title to residential real property in Texas? **If yes, date acquired**
- p. Do they have ownership interest and customarily manage a business in Texas without the intention of liquidation in the foreseeable future? **If yes, date acquired**
- q. While living in Texas, has your parent or legal guardian been gainfully employed for a period of at least 12 consecutive months?
- r. While living in Texas, has your parent or legal guardian received primary support through services from a social service agency for a period of at least 12 consecutive months?
- s. If this parent or legal guardian is married, check all that apply:  
\_\_\_ Spouse holds title to residential real property in Texas.  
\_\_\_ Spouse has ownership interest and customarily manage a business in Texas  
\_\_\_ Spouse has been gainfully employed for 12 consecutive months in Texas.  
\_\_\_ Spouse received primary support through services from a social service agency for 12 consecutive months.
- t. If married, how long have they been married (years & months)
- u. Please provide additional info that CTC may need to determine your residency for tuition purposes.  
**Leave blank**
- v. Click CONTINUE

## 8. Military Information

- a. Do you have U.S. military affiliation based on yourself or a family member?
- i. If Yes – Do you have military affiliation based on yourself? **NO affiliation based on self**
- ii. Are you a family member of a (current, prior, neither)
1. If Current
- a. Select status that applies to you “Child of..... (active duty, active reserve, retired or prior military)
- b. Branch of Service (Army, Air Force, Marine Corps, Navy, Coast Guard, National Guard)
- c. Installation State/Country
- d. Installation Base/Post
- e. Military Pay Grade (E1-E9, WO1-WO5, O1-O7 or higher)



# CTC FAST Track Application

2. If Prior (same info as Current but it asks for date of separation)

b. CONTINUE

## 9. Emergency Contact Information

- a. Name of emergency contact
- b. Relationship
- c. Their Daytime phone #
- d. Their other phone #

## 10. Additional Information

- a. Is English your native language?
- b. Indicate father or legal guardian's highest educational background level
- c. Indicate mother or legal guardian's highest educational background level
- d. Are you participating in your school's Fast Track 2 Central Texas College Program? **YES**

SAVE & CONTINUE

**Click REVIEW YOUR APPLICATION** (correct anything in red)

You can edit your response by clicking the EDIT box for that section

**Click SUBMIT YOUR APPLICATION**

Log out of the CTC website

Log out of the computer