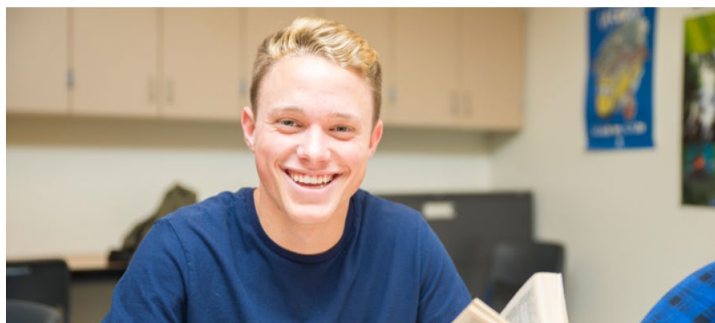


# How to Apply to EvCC: CHS

1. Go to [www.EverettCC.edu/CHS](http://www.EverettCC.edu/CHS) and click on “How to Apply and Register for CHS”.

## College in the High School



### Earn College Credit in High School

EvCC's College in the High School program offers high school students, in grades 9-12, the opportunity to earn both high school and college credit for advanced, college-level coursework offered right in their high school.

#### CHS Resources

[How to Apply and Register for CHS](#)

[CHS Student Resources](#)

College in  
Parks Stud  
Email: coll  
Call or Tex  
  
Upcoming  
January 17  
February 2  
  
Teacher/F  
Completi  
Get Info  
Other EvC



EvCC was  
Washingto  
[icon]

2. Please read the information under step 1, this will help you while applying. Once you have read this click on “Online Admissions Portal”.

## CHS Application and Registration Information

### Apply and Register for College in the High School

For the 2021-2022 academic year, students in College in the High School eligible classes will be able to register for their first semester, year-long, and second semester classes Spring quarter. The change in registration is for this year only due to EvCC's technology upgrade to ctcLink, a new statewide system for student registration.

#### 1 Apply for Admissions using the **Online Admission Application Portal (OAAP)** by March 1, 2022.

If you already have a student ID number, you do not need to re-apply. Move on to step 2.

##### Steps for starting a new application.

- Select **Everett Community College** as your intended college.
- Select **First Year** student.
- Select **Transitional Studies** as the intended program.
- Select the **Spring 2022** term.
- Select **Undecided-Trans Studies** as the intended plan. There is no sub-plan.

##### High school information section of the online application.

- Search for your **high school** by typing the name. Make sure the County, State, and City information match your high school's. Once you select your high school, the address information will auto populate.

College in the High School  
Parks Student Union, Room 201  
Email: [collegeinhs@everettcc.edu](mailto:collegeinhs@everettcc.edu)  
Call or Text: 425-388-9040 (leave a v

Upcoming College Closures  
January 17  
February 21

Teacher/Faculty Information

Completing Your Degree

Get Info

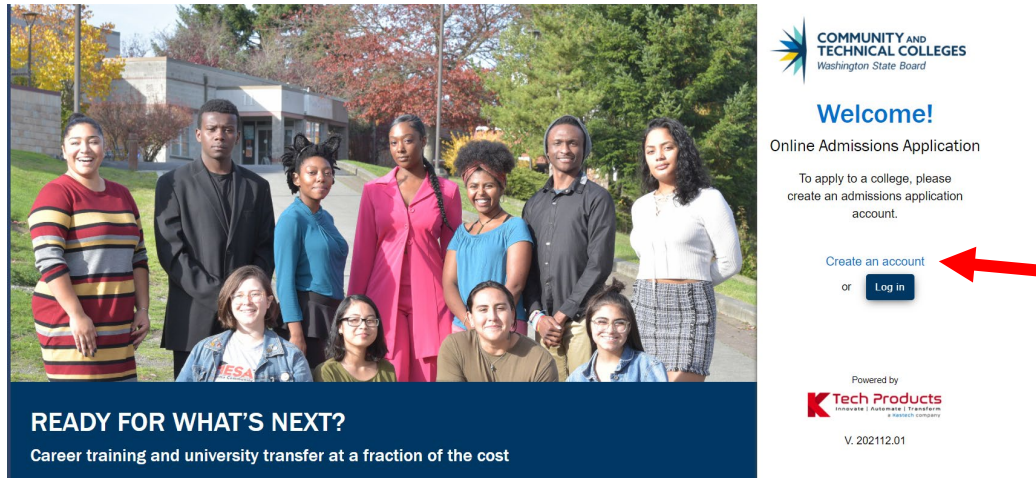
Other EvCC Dual Credit Programs



EvCC was the first community colleg  
Washington state to be accredited th  
[icon]

3. This will take you to the Online Admissions Application for Community and Technical Colleges.

4. Click "Create an account".

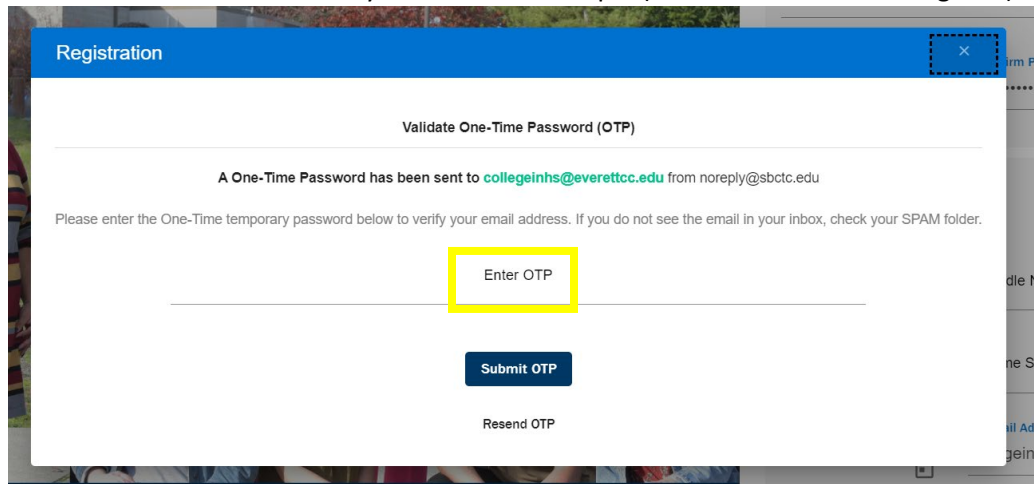


5. You will need to create a username and password (these are only for this application and will not get you into any EvCC system). Fill out the information and click "submit".

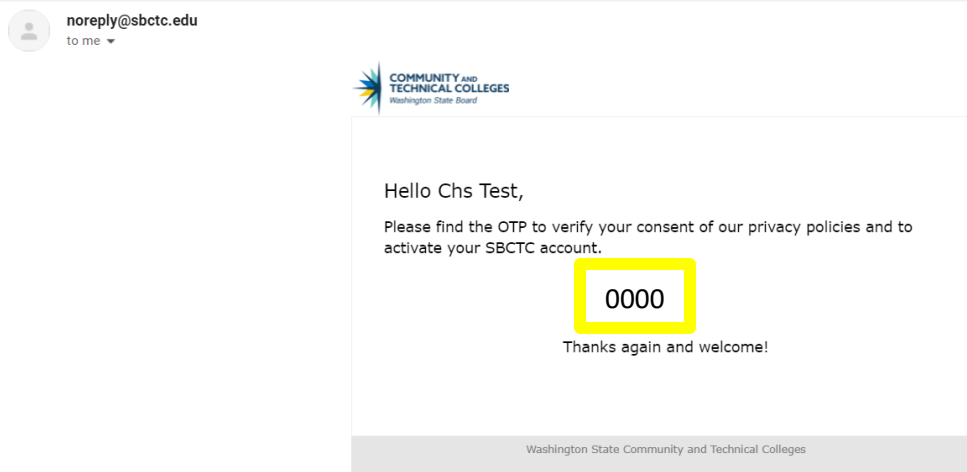
The image shows the account creation form on the same website. The form fields are: "Create Username" (filled with "chteststudent2022"), "Password" (masked with dots), "Confirm Password" (masked with dots), "Title" (dropdown menu), "First Name" (filled with "Chs"), "Middle Name" (empty), "Last Name" (filled with "Test"), "Name Suffix" (dropdown menu), "Date of Birth" (filled with "1/1/2005"), and "Email Address" (filled with "collegeinhs@everett"). At the bottom of the form is a "Submit" button, which is highlighted with a red arrow. The banner image from the previous screenshot is visible on the left side of the form.

6. You will then be prompted to enter security questions. Select "I am not a robot" and click "submit"

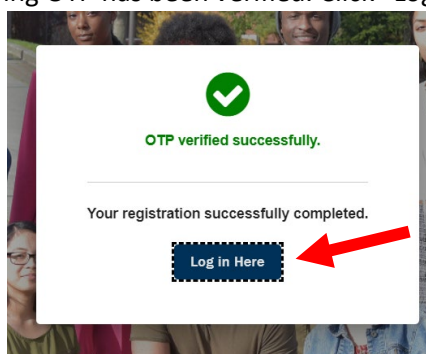
7. After clicking “submit” a pop-up should appear prompting you to enter a one-time password that was sent to the email address you indicated in step 5 (shown on this screen in green).



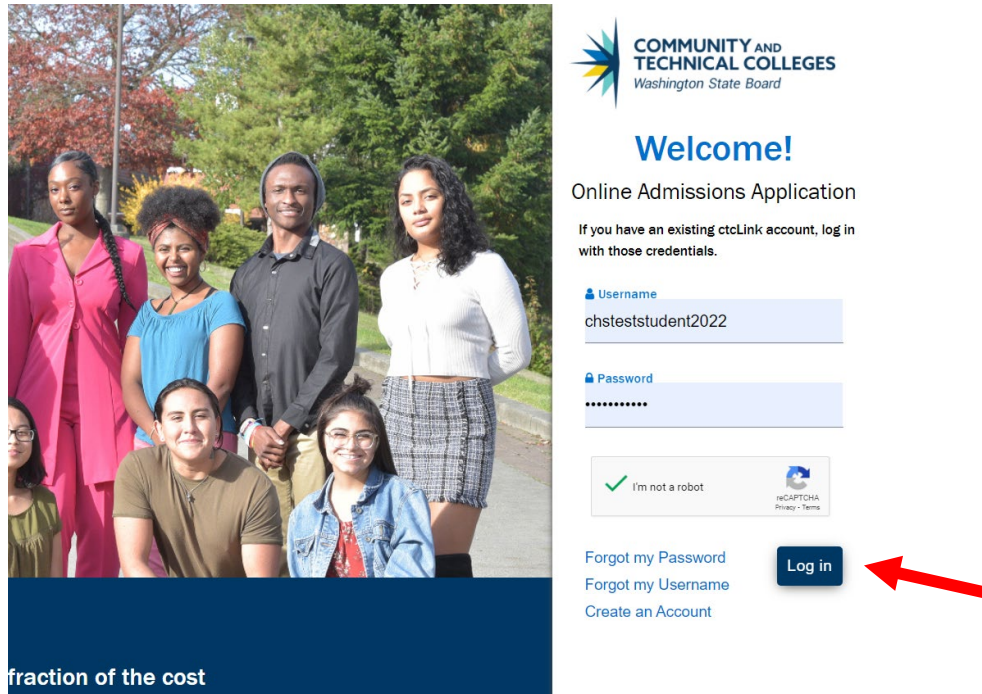
8. Open a new window or tab and go to your email to get the code. The email is from [noreply@sbctc.edu](mailto:noreply@sbctc.edu) and is titled OTP Verification.



9. Copy this code and navigate back to the application. Paste the code into the “Enter OTP” line (highlighted in step 7) and hit “Submit OTP”.
10. You will see a new pop-up saying OTP has been verified. Click “Log in Here”.



11. Once you have clicked on this it will re-direct you to the log in page. Enter your credentials and hit “Log in”.

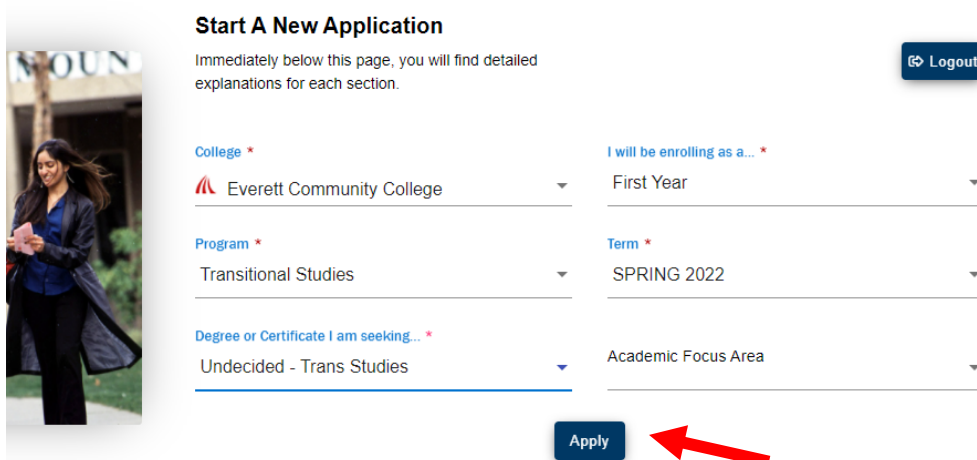


fraction of the cost

12. You should then be taken to “Start A New Application”, on this screen you will enter:

- Select **Everett Community College** as your intended college.
- Select **First Year** student.
- Select **Transitional Studies** as the intended program.
- Select the **Spring 2022** term.
- Select **Undecided-Trans Studies** as the intended plan. There is no sub-plan.

Then hit “Apply”



13. The first section is “Personal Information” some of the items will have populated. You are not required to enter your Social Security Number (however you will need to if you wish to report these courses on your taxes). Once you have filled out this information hit “Next”.

Application Completed: 20%

Admissions Information Term: SPRING 2022 | Type: First Year | Program: Transitional Studies | Plan: Undecided - Trans Studies

**EVERETT**  
COMMUNITY COLLEGE  
Everett Community College  
Term : SPRING 2022

College  
Everett Community College

Admission Type  
First Year

Program  
Transitional Studies

Term  
SPRING 2022

Plan  
Undecided - Trans Studies

Sub-Plan  
None

Supplemental Questions

Review and Submit

\* Requires response

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

**Address Information**

Address Type \* Country \* Address Line 1 \* + Add New

Home United States 2000 TOWER ST

Address Line 2 Address Line 3 City \*

98201-1352 Washington Snohomish

Postal Code \* State \* County

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

**Next >** Save for later

14. The next section is “High School Attended”, for this section you will:

- Click on the Search high school box, the below screen will pop up. Search for your high school by typing the name. Make sure the County, State, and City information match your high school's. Once you select your high school, the address information will auto populate.

**School/College Search**

Enter School/College  
Everett

Select Country Select State Enter City

Everett Alvarez High School	USA	CA	Salinas
Mount Everett Regional School	USA	MA	Sheffield
Everett High School	USA	MI	Lansing
Everett Area High School	USA	PA	Everett
Everett High School	USA	WA	Everett

- For attendance dates, you will need to indicate the **attended from** date at the high school (i.e. September 1 is recommended) and the **attended to** date will be the date you graduate from high school.



- Select your current high school grade as your high school completion status. If you are a high school senior, you will select High School Diploma. The online application does not have an option for 12th grade, so you MUST select High School Diploma if you are a current 12th grade student.

Once you have filled this out hit “Next”.

<b>College</b> Everett Community College	<b>Admission Type</b> First Year	<b>Program</b> Transitional Studies
<b>Term</b> SPRING 2022	<b>Plan</b> Undecided - Trans Studies	<b>Sub-Plan</b> None

Everett	02149-5128	Massachusetts
---------	------------	---------------

**Attended From Date \***  
9/1/2019

**Attended To Date \***  
6/20/2023


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

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

[< Previous](#)
[→](#)
[Next >](#)
[Save for later](#)

**NOTE:** If you have logged out or your session timed out, when you log back in you will click on “In-Progress applications” to resume your application.



**Program \***

**Term \***

**Degree or Certificate I am seeking... \***

**Academic F**

[Apply](#)

[Explore our Programs](#)
[In-Progress applications <sup>1</sup>](#)
[Instructions Guide](#)

College

I will be enrolling as a...

15. The section “Ethnicity Details” you may skip if you do not wish to provide this information. Fill the section out or skip it and hit “next”.

Application Completed: 55%

 <b>Admissions Information</b>	<b>Term:</b> SPRING 2022	<b>Type:</b> First Year	<b>Program:</b> Transitional Studies	<b>Plan:</b> Undecided - Trans Studies
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**Everett Community College**  
 Term : SPRING 2022

<b>College</b> Everett Community College	<b>Admission Type</b> First Year	<b>Program</b> Transitional Studies
<b>Term</b> SPRING 2022	<b>Plan</b> Undecided - Trans Studies	<b>Sub-Plan</b> None

Personal Information

High School Attended

**Ethnicity Details**

Supplemental Questions

Review and Submit

### 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

\* Requires response

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

16. The next section is “Supplemental Information” fill out this section and hit “next”...you’re almost done!

Application Completed: 55%

 <b>Admissions Information</b>	<b>Term:</b> SPRING 2022	<b>Type:</b> First Year	<b>Program:</b> Transitional Studies	<b>Plan:</b> Undecided - Trans Studies
-----------------------------------	--------------------------	-------------------------	--------------------------------------	--

**Everett Community College**  
 Term : SPRING 2022

<b>College</b> Everett Community College	<b>Admission Type</b> First Year	<b>Program</b> Transitional Studies
<b>Term</b> SPRING 2022	<b>Plan</b> Undecided - Trans Studies	<b>Sub-Plan</b> None

Personal Information

High School Attended

Ethnicity Details

**Supplemental Questions**

Review and Submit

### Supplemental Questions

Required items are indicated by an asterisk\*

Response or non-response to this section will not affect your consideration for admission.

Have you been in Washington state, federal, or tribal foster care for at least one day since your 13th birthday? Former Foster Youth may qualify for educational benefits and support services. \*

\_\_\_\_\_

Has either of your parents earned a High School Diploma? \*

\_\_\_\_\_

Are you currently employed? \*

\* Requires response

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

17. On the “Review and Submit” page you will need to check the “Yes, I accept” box and hit the “Submit Now” button.

Application Completed: 63%

Information	Term: SPRING 2022	Type: First Year	Program: Transitional Studies	Plan: Undecided - Trans Studies
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Transitional Studies

2022

College	Admission Type	Program
Everett Community College	First Year	Transitional Studies
Term	Plan	Sub-Plan
SPRING 2022	Undecided - Trans Studies	None

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 13, 2022

< Previous

Save for later

Submit Now

18. If you have submitted the application you should see the following screen pop-up:

Your application submitted successfully.

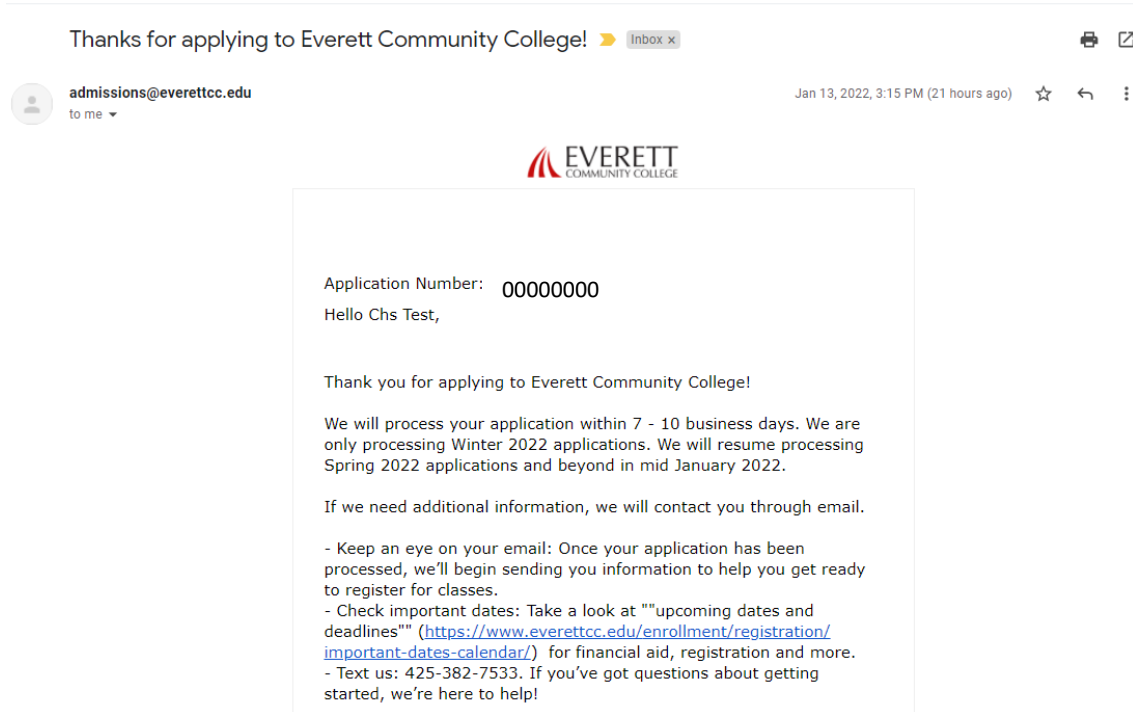
Ok

You should also receive an email from us verifying that your application has been submitted (screen shot below). It takes approximately 10 business days for applications to process. Check your email for the acceptance letter.

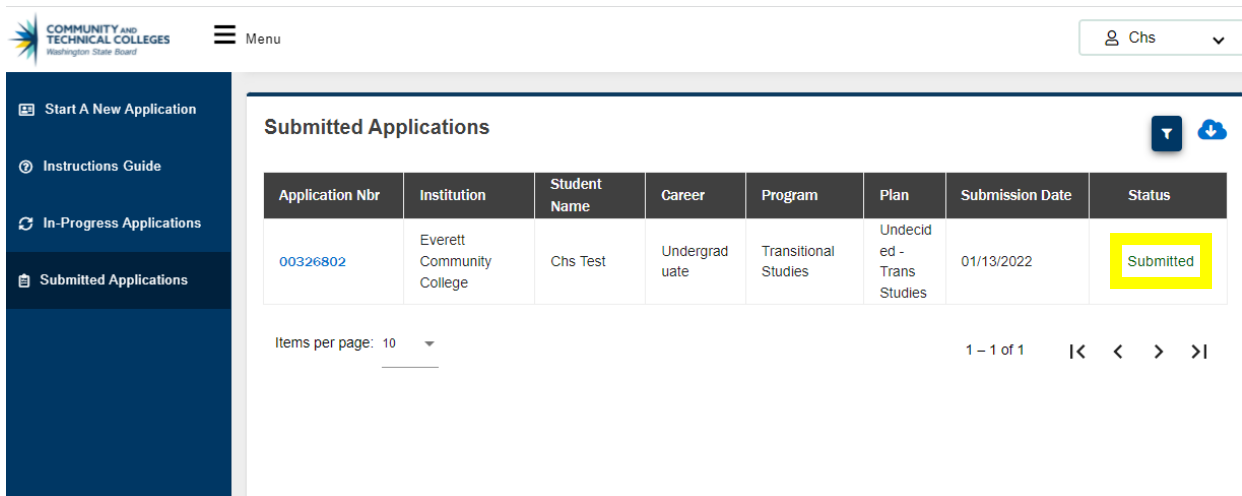
Updated 1/14/2022

8





You may also log back into the Online Application Portal to check your status.



**Contact us if you have any questions!**

Email: [collegeinhs@everettcc.edu](mailto:collegeinhs@everettcc.edu)

Phone/Text: 425-388-9040

Website: [www.EverettCC.edu/CHS](http://www.EverettCC.edu/CHS)