

# How to Apply at Edmonds College for College in the High School

**NEW STUDENTS** or **STUDENTS** with a **STUDENT NUMBER** from **ANOTHER COLLEGE**: If this is your first Edmonds College class, you will need to complete an online Edmonds College Admission. It is very important that **this information is completed by YOU**, the registering student, not a parent or relative.

Start at [apply.ctc.edu/user](https://apply.ctc.edu/user)

1. Select the **CREATE AN ACCOUNT** link.
2. Create a **Username** and **Password** and complete the **Personal Information** section.



Welcome!

Online Admissions Application

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

[Create an account](#)

or

[Log in](#)

A screenshot of the account creation form. It includes fields for 'Create Username', 'Password', and 'Confirm Password'. Below these are fields for 'Title', 'First Name', 'Middle Name', 'Last Name', 'Name Suffix', 'Date of Birth', and 'Email Address'. A 'Submit' button is at the bottom. A red arrow points from the 'Create an account' link in the previous image to the 'Create Username' field.

3. After you verify your email address with a one-time password (OTP), complete the **Address Information** and enter your **Contact Information**. Please make sure that your contact information is correct and you provide an email address that accepts non high school emails. Please choose an email address that you check regularly.
4. Choose your **Security Questions** and answers. Your answers are NOT case-sensitive - make a copy of your answers
5. Click **SUBMIT**. You will get a confirmation page with your **User ID**. Select **LOGIN NOW**.
6. For College, select **EDMONDS COLLEGE**
7. For Program, select **TRANSITIONAL STUDIES**

8. For Term, select **SPRING 2024**

9. For “I will be enrolling as a”, select **FIRST YEAR**

10. For “Degree or Certificate I am seeking”, select **TRANS STUDIES – UNDECIDED**

11. Click **APPLY**

The screenshot shows the 'Start A New Application' page. At the top left is the logo for 'COMMUNITY AND TECHNICAL COLLEGES Washington State Board'. To the right is the slogan 'Take your life to the next level!'. Below the logo is a photo of three students walking. The main form area is titled 'Start A New Application' and includes a 'Logout' button. The form contains several dropdown menus: 'College' (Edmonds College), 'I will be enrolling as a...' (First Year), 'Program' (Transitional Studies), 'Term' (Spring 2024), 'Degree or Certificate I am seeking...' (Undecided - Trans Studies), and 'Academic Focus Area'. An 'Apply' button is at the bottom of the form. Below the form is a navigation bar with links: 'Explore our Programs', 'In-Progress applications' (with a notification icon), 'Instructions Guide', and 'Submitted Applications'.

12. Fill out the rest of the **Application Questionnaire** – use the links on the right of your screen to fill out each section until all sections are checked off either in green as “Completed”, or in dark blue as “All required fields are filled out”

- Personal Information
- High School Information
- Ethnicity Details
- Residency
- Supplemental Questions
- Review and Submit

\* Requires response

<input checked="" type="radio"/> - All required fields are filled out
<input type="radio"/> - Required fields are not filled out
<input checked="" type="radio"/> - Completed
<input type="radio"/> - Started
<input type="radio"/> - Not Started

13. Check the **YES, I ACCEPT** box to accept the Certification

Statement

14. Click **SUBMIT**

15. In 3 business days, you will get an email from the college with **your ctLink ID number—make a copy of it!** (Rev. 1/25/24)