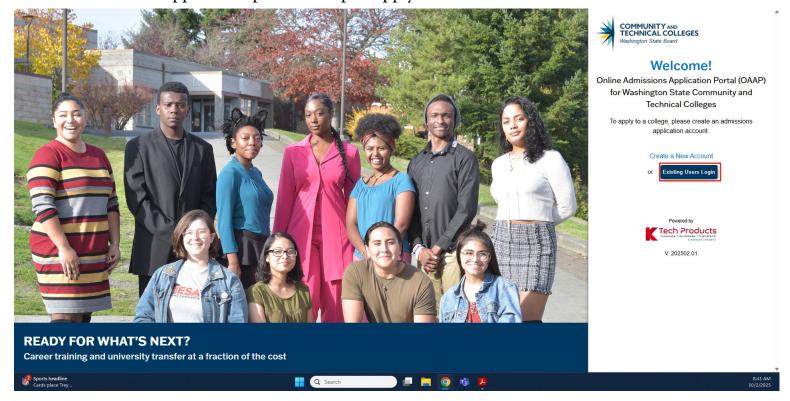


Please complete these steps if you have already attended a technical or community college in Washington state, and already have a ctcLink ID.

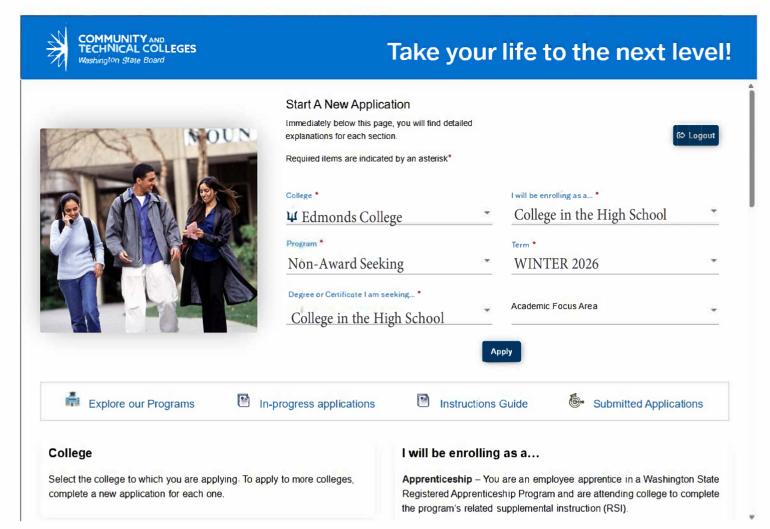
1. Visit the Online application portal at https://apply.ctc.edu/user



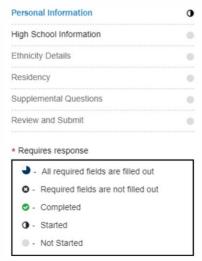
You can select "Existing Users login" if you know the information you used to login to your previous college application.

If you do not know the information, click on "Create a New Account". When creating your new account, you may use all the same information as your old one <u>except your</u> <u>email</u>. Please use a different email than the one from your previous application. Make sure to use an email you have access to and can check regularly.

- 2. Fill in and complete the "**Start a New Application**" page. Please select the following information:
- 3. For College, select **Edmonds College.**
- 4. For I will be enrolling as a, select College in the High School (CHS).
- 5. For Program, select Non-Award Seeking.
- 6. For Term, Choose the appropriate term
- 7. For Degree or Certificate I am seeking, select College in the High School



8. 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**"



- 9. Click the **YES, I ACCEPT** box to accept the Certification Statement 10. Click **SUBMIT**
- 11. In 3-5 business days, you will get an email from the college with your **ctcLink ID number--make a copy of it!**

Congratulations, you have successfully applied to Edmonds College CHS.