



Dual Credit Admission Process

1 APPLY/FIRST EMAIL

Follow these steps to apply to Collin College as a dual credit student. You will soon receive an email from ApplyTexas verifying your submitted application (if you don't see it in your inbox, check your Spam folder).



ADDITIONAL EMAILS

2

You will receive a welcome email from Collin College (check your Spam folder!) and two emails from the Help Desk. These will include your CWID, username, and password to set up One Login and access the Student Workday Portal.



3 ACTION ITEMS / PRE-REGISTRATION STEPS

Workday Student Portal will list your Action Items. The first one you should complete is the Mandatory Campus Safety Training. If necessary, complete the TSI and create your MedProctor account to submit Bacterial Meningitis record.



READY FOR REGISTRATION!

4

As you complete the Action Items, they will be removed from your To-Do List. The Dual Credit Permission Form will stay on your account until Spring of your Senior year. Please submit your Dual Credit Course Request Form as soon as possible and complete all Action Items by March 22, 2024.

