

APPLY  TEXAS

Technical Changes Summary Webinar

December 13, 2023



Table of Contents

01 **Key Technical & Process Changes**

- CIP-Major Mapping
- Dual credit as a separate application type
- Removal of payment via ApplyTexas
- Rich text format for essays
- Transcript requests via TReX

02 **Informational Updates**

- Core questions structural updates and content updates
- Change to configurable modules
- Application submission review
- Supplementary Institutional data
- Reorganization of Admin portal



Key Technical & Process Changes

CIP Code – ApplyTexas Major Mapping

APPLY TEXAS Dashboard Core Questions School search Welcome, Syl

School search

The school search allows you to find colleges and universities to apply to using ApplyTexas. You can search by school name or filter based on semester, application type, and more.

Have more questions about schools?
Use the Program Explorer from My Texas Future to find more information on average tuition, enrollment, and programs offered by different schools. [Explore programs](#)

Search school Austin, Texas

Search major Academic fit

Accounting Biology

[More filters](#) Show only relevant applications

Viewing 10 of 1500 results Sort by: **App deadline (closest to furthest)**

National American University-Harold D. Buckingham Graduate School
International undergraduate (four-year) • Summer II 2024 [Match school](#)

Requires: Essay SAT/ACT Available: Scholarship application

App deadline	App opens	Net price	Graduation rate
Jun 1, 2023	Jan 8, 2023	\$15,000	95%

[Save for later](#) [View details](#)

Inst_Major_Code	Inst_Major_Title	CIP_6 (Use Paste Formula or drop down)
ACCT	Accounting	520301
ACCT Accounting	Obsolete Major Code	
AGRB	Agricultural Business	010101
AGRB	Agricultural Business	010101
AGRB Agribusiness	Obsolete Major Code	
AHPC	Animal Health Professions	010903
AHPC	Animal Health Professions	010903
AHPC Animal Health Pro	Obsolete Major Code	
ANSC	Animal Science	010901
ANSC Animal Science	Obsolete Major Code	
ANSCBI	Animal Science: Animal Industry and Business	010901
ANSCBR	Animal Science: Biotechnology and Research	010903
ANSCLM	Animal Science: Livestock Management	010302
ANSCLM	Animal Science: Livestock Management	010302
ANSCPVH	Animal Science: Preveterinary Medicine and Health	011302
ANSCPVH	Animal Science: Preveterinary Medicine and Health	011302
ART	Art	360110

New Application Type for 'Dual Credit'

APPLY  TEXAS

Dashboard Core Questions School search Welcome, Syl

High school status

Find the right application • 1 of 2

On this page, let us know if you are in middle or high school currently and if you are applying for dual credit. We use your response to determine which application you should use.

Are you currently in high school or middle school? *

YES NO

Do you plan to apply to an undergraduate program, dual credit program, or both? ⓘ *

Undergraduate program

Dual credit (e.g., taking college courses for credit while in high school)

Both (more common for 12th grade students)

Back Next

APPLY  TEXAS

Admin Institution information App settings Scholarship settings Resources

Dates, fees, and essays

STAGING LIVE

This form allows you to enter deadlines, open dates, essay requirements, and messages you'd like to display to applicants by semester and application type.

Semester: Spring 2025

Dual Credit Collapse

Semester information

Edit the semester information on this page to update semester availability, important dates, and fees.

Undergraduate (four-year) semester availability

Make this semester available for Dual Credit applications, and display the message below before the Enforced deadline has passed

Make this semester available for Dual Credit applications, and display the message below after the Enforced deadline has passed

Do not make this semester available for Dual Credit applications. (this option overrides the application open date)

Dual Credit semester availability message

Maximum 100 characters. It will be displayed to applicants after they choose their

Changes to Payment Processing

APPLY TEXAS

Admin Institution information App settings Scholarship settings Resources

Payment settings

STAGING LIVE

On this page, define the questions users will be asked on the payment screen. Note: ApplyTexas will not collect payment.

Undergraduate (four-year) Collapse

Payment information

Payment administrator name *

Payment administrator phone number *

Payment administrator email address *

Please check the credit cards your institution currently accepts:

Visa

Mastercard

American Express

Discover

Diners Club

Fee waiver information

Will you allow students to request a fee waiver? *

Please note that ApplyTexas will not collect any documentation related to fee waivers, and this information must be sent to the student separately after they apply.

YES NO

Fee waiver question 1 Remove question

Question text *

Maximum 1600 characters. This character count includes HTML tags and other formatting, so if you go over the limit try removing special formatting. Please do not ask for a Social Security Number (SSN) in a custom question. Responses to custom questions are not encrypted. We reserve the right to remove a custom question that asks for an SSN from your application, and will notify you should that happen.

0/1600 characters

Question title *

Maximum 30 characters.

Question number *

This is used to define the order of questions.

Question code *

Question codes are for your internal use only.

Starting semester *

Starting year *

Ending semester *

Ending year *

Changes to Payment Processing

APPLY TEXAS Dashboard Core Questions School search Welcome, Syl

Texas Southern University questions
Summer II 2024 · International undergraduate (four-year)

Step 3 of 3

Payment instructions

Review application Terms and conditions **Payment instructions**

On this page, choose how you plan to pay the application fee.

You will pay the application fee directly to the school. If you wish to change your payment method after submitting, contact the school.

After you submit your application, you will need to pay the application fee. ApplyTexas does not collect payment. Instead, you need to send payment directly to each school. We will send more detailed payment instructions in your confirmation email.

Application fee: \$65.00

How will you be paying your application fee to this school?

Credit or debit card

Accepted cards are:

- Visa
- Mastercard
- American Express

Fee waiver

Selecting this option requests a fee waiver for this school. You will need to demonstrate financial hardship to the school to receive a fee waiver.

Fee waiver information from Texas Southern University

If you have an Odyssey Application fee waiver code

Placeholder text

Mastercard

American Express

Fee waiver

Selecting this option requests a fee waiver for this school. You will need to demonstrate financial hardship to the school to receive a fee waiver.

Fee waiver information from Texas Southern University

If you have an Odyssey Application fee waiver code

Placeholder text

Please acknowledge: If I am applying for a fee waiver I acknowledge that it is my responsibility to make sure that proper supporting documentation is sent to TSU. I acknowledge that my application will not be processed until either all fee waiver documentation has been received or the Undergraduate Admissions Fee is paid.

I understand my application is not considered complete until I have submitted payment.

[Back](#) [Submit your application](#)

APPLY TEXAS

Contact us Counselor Suite
Terms of Service Admin Suite
Accessibility My Texas Future

Copyright © 2022 Texas Higher Education Coordinating Board. All rights reserved.

New Rich Text Format Option for Essays

ApplyTexas My Profile My Applications Research

These essays are required:
Essay A is required

Essay Information

ApplyTexas recommends that you keep your essay to between 500 and 750 words in length. We have provided a word counter below to help you keep track. If more than one institution to which you apply requires the same essay, you will need to submit the essay for each application that requires it in order for it to be sent to multiple institutions.

Essay Topic A: Tell us your story. What unique opportunities or challenges have you experienced throughout your high school career that have shaped who you are today?

Words: 0

APPLY TEXAS Dashboard Core Questions School search Welcome, Syl

Essays

On this page, enter your essay response to the prompt below. Each school may have different requirements for essays, which need to be completed to submit your application. This information will be used by schools when evaluating your application.

Statement of purpose

The statement of purpose will provide an opportunity to explain any extenuating circumstances that you feel could add value to your application. You may also want to explain unique aspects of your academic background or valued experiences you may have had that relate to your academic discipline. The statement of purpose is not meant to be a listing of accomplishments in high school or a record of your participation in school-related activities. Rather, this is your opportunity to address the admissions committee directly and to let us know more about you as an individual, in a manner that your transcripts and other application information cannot convey.

Enter a new response

File Edit View Insert Format Tools Table Help

← → B I U S sans-serif 32px Heading 1

Hello world.

div > h1 2 words tiny

Respond another way

ApplyTexas – TReX Integration to Support Transcript Requests

APPLY TEXAS

Dashboard Core Questions School search Welcome, Syl

Texas Southern University questions
Summer II 2024 • International undergraduate (four-year)

Step 1 of 3

Review your application

• Review your application • Terms and conditions • Payment instructions

Take a moment to review the contents of your application before submitting.
Once you submit you will no longer be able to edit your application in ApplyTexas.

[Download a copy of your application](#)

We are missing some required information from your application.
Update the missing information below in order to submit your application.

1 Education and testing

- College credit hours earned (or being earned) through dual credit, concurrent enrollment, or an early college high school?

Core Questions

Below are your responses to the Core Questions. These will be sent with your application. Review the answers below and answer any required fields you may have missed.

✔ About you [Expand](#)

✔ Household [Expand](#)

Transcript information

You can request your official transcripts at no cost through ApplyTexas if you attended high school in Texas. You cannot request college transcripts or transcripts from high schools outside of Texas through ApplyTexas.

[Learn more about submitting transcripts](#)

Select the schools you would like to request official transcripts from for this application. You will be able to track the status of these transcripts on your dashboard.

- Crocket High School**
attended Sep 5, 2022 to present
- Regents School of Austin**
attended May 5, 2021 to Jul 11, 2022

You cannot request these transcripts through ApplyTexas. You will need to contact these schools to send transcripts.

- University of Alabama**
attended May 5, 2022 to Jul 18, 2023

[Back](#) [Next](#)

APPLY TEXAS

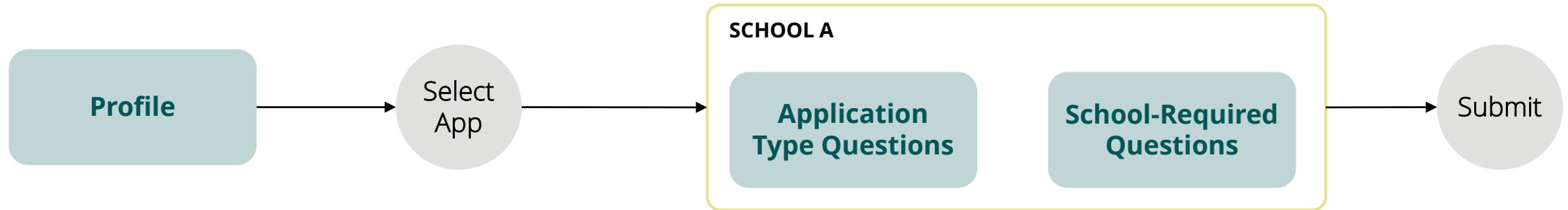
Contact us Counselor Suite
Terms of Service Admin Suite
Accessibility My Texas Future

Copyright © 2022 Texas Higher Education Coordinating Board. All rights reserved. [f](#) [i](#) [v](#)

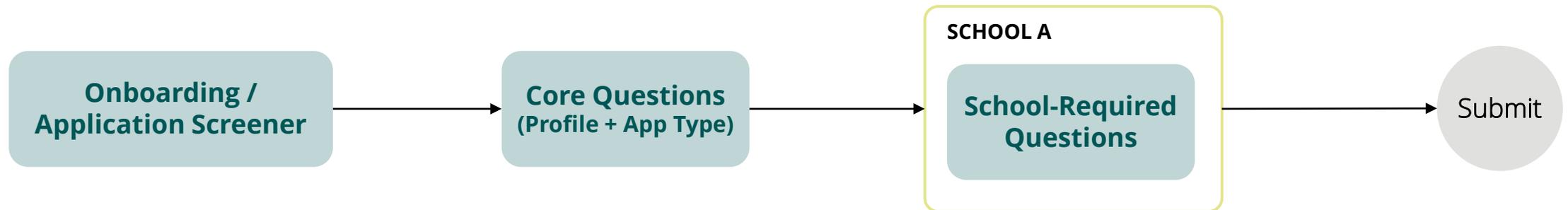
Informational Updates

Updated ApplyTexas Flow

Current Flow



Updated Flow



Core Questions Example

- About you
- Section overview ▶
- Your name
- Contact
- Background
- Military status
- Foster care
- Language
- Household
- Education and testing
- Activities and achievements

APPLY ★ TEXAS Welcome, Syl

Section overview

Here's what to expect:

To begin, we ask for your name, background, and other personal information. **This background information may be used in the application decision making process.**

- Your name**
Account information such as first, last, middle, and preferred names
- Contact**
Account information such as first, last, middle, and preferred names
- Background**
Demographic information like gender, ethnicity, and race
- Military status**
Questions related to you and your parent/guardian's military service (if applicable)
- Foster care**
Questions related to time spent in foster care (if applicable)
- Language**
In addition to English, details about what languages you speak fluently (if applicable)

Here's what you might need:

- Birth date and city
- Legal and preferred name
- Social security number
- You and your parents' military status

[Back](#) [Save for later](#) [Next](#)

APPLY ★ TEXAS

Copyright © 2022 Texas Higher Education Coordinating Board. All rights reserved. [f](#) [o](#) [v](#)

Onboarding Step

APPLY  TEXAS

Dashboard Core Questions School search Welcome, Syl

Welcome to ApplyTexas

Congratulations on signing up for ApplyTexas! Your college journey starts today. ApplyTexas allows you to apply to multiple schools using a single application. Here's how it works.

Before you start:

 **Discover the right degree and certificate programs for you**
Visit My Texas Future to explore programs and compare career options. Use this information to build a list of schools that are right for you. When you're ready, return to ApplyTexas to submit your application.

[Explore programs !\[\]\(8fd176124ea7303c38d05a8b3acff154_img.jpg\)](#)

Completing your application:


Step 1
Find the right application
Answer a few questions to help us determine the type of application you need to fill out.


Step 2
Complete Core Questions
Core Questions are a set of common questions you can use to apply to multiple schools.


Step 3
Select a school and apply
Finish your application by submitting answers to school-specific questions or essays.

Remember to:

-  Gather the recommended materials listed at the start of each section.
-  Take breaks as you go. You can always save and come back later.
-  Take your time and carefully review what you enter.

Application Screener

The image shows three overlapping screenshots of the APPLY TEXAS application screener interface. The top screenshot is titled 'High school status' and includes a sub-header 'Find the right application - 1 of 2'. The middle screenshot is titled 'Educational history' and includes a sub-header 'Page - 3 of 4'. The bottom screenshot is titled 'Your citizenship information' and includes a sub-header 'Find the right application - 2 of 2'. This section contains three questions:

- Are you a US citizen?** with radio buttons for YES and NO (NO is selected).
- Which of these apply to you?** with radio buttons for:
 - I hold permanent resident status (green card)
 - I have an application for permanent residence pending
 - I hold an eligible visa ([list of eligible visas](#))
 - None of the above apply to me (selected)
- Have you lived in Texas for 36 consecutive months leading up to high school graduation or the completion of the GED?** with radio buttons for YES and NO (YES is selected).

The screenshot shows the 'Great job!' completion page. It features a large heading 'Great job!' and a paragraph: 'You've completed the first step in applying to a school! Based on your answers, these are the types of applications you will use to apply:'. Below this are three boxes:

- Undergraduate (four-year)**: Apply to complete a Bachelor's degree as a first-year US student.
- Undergraduate (two-year)**: Apply to complete an Associate degree as a first-year US student.
- Dual credit**: Apply to take college courses for credit while in high school. A yellow callout box says: 'Please contact your high school counselor to ensure you apply to the correct institution supported by your high school.'

Below these boxes, there is a section titled 'Not seeing what you expected?' with a link to 'returning to the quiz'. A note states: 'You can also learn [how your responses determine your eligibility](#).' At the bottom, there are two buttons: 'Go to dashboard' and 'Start Core Questions'. The footer contains the APPLY TEXAS logo and links for Contact us, Counselor Suite, Terms of Service, Admin Suite, Accessibility, and My Texas Future. Copyright information for 2022 Texas Higher Education Coordinating Board is also present.

Improved Help Content

The screenshot displays the APPLY TEXAS application interface. At the top, the logo 'APPLY TEXAS' is on the left, and navigation links 'Dashboard', 'Core Questions', 'School search', and 'Welcome, Syl' are on the right. A sidebar on the left, titled 'Core Questions', lists sections: 'About you' (with sub-items: Section overview, Your name, Contact, Background, Military status, Foster care, Language), 'Household', 'Education and testing', and 'Activities and achievements'. The 'Contact' section is highlighted. The main content area is titled 'Contact' and 'About you · Section 3 of 7'. It contains an introductory paragraph: 'On this page, we ask you to enter your address, email, and phone number. This information helps schools contact you with questions or information.' Below this is the 'Address information' section, which includes a 'Permanent address' field with a house icon and the text '1060 West Adison, Houston, TX, US 12345'. Two questions follow: 'Is your residential address different from your permanent address?' and 'Is your mailing address different from your permanent address?', each with 'YES' and 'NO' radio button options. At the bottom, the 'Email address' section is partially visible. A 'Help' sidebar on the right is open, showing the title 'What is your race?' and an explanatory paragraph: 'Most schools use this information for reporting purposes. However, certain schools may use this information as part of their admissions process if they have specific diversity requirements within their policy.' Below the text is a list of race options with expand/collapse icons: 'American Indian/Alaska Native', 'Asian', 'Black/African American', 'White/Caucasian', and 'Native Hawaiian/Pacific Islander'. The 'Native Hawaiian/Pacific Islander' option is expanded, showing a sub-section with the text: 'You have origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific islands.'

Update to Configurable Question Modules

The screenshot shows the 'Dates, fees, and essays' configuration page in the APPLY TEXAS system. The page has a dark blue header with the APPLY TEXAS logo and navigation links: Admin, Institution information, App settings, Scholarship settings, and Resources. A user profile icon is also present. Below the header, there is a toggle switch for 'STAGING' (checked) and 'LIVE'. The main content area has a light blue background and contains a description: 'This form allows you to enter deadlines, open dates, essay requirements, and messages you'd like to display to applicants by semester and application type.' Below this is a dropdown menu for 'Semester: Spring 2023'. The page lists several application categories, each with an 'Expand' link: Undergraduate (four-year), Undergraduate (two-year), Transfer, Returning student (readmission), Visiting student (transient), Graduate, International undergraduate (four-year), and International transfer.

The screenshot shows the 'Optional question groups' configuration page. It features a title 'Optional question groups' and a descriptive paragraph: 'For this application, you can choose to receive additional responses on extracurricular and volunteer activities, awards and honors, employment information, test scores, and parent information. Please indicate the question groups you would like to receive.' A note states: 'Note: Biographical details, education background, citizenship and residency details are collected as part of the student's Core Questions and will be included as part of the application.' The page is divided into sections for different application types, each with a title and a list of options:

- Questions regarding extracurricular and volunteer activities for Undergraduate (four-year) ***
 - Yes, send applicants responses for the extracurricular and volunteer activities sections
 - No, do not send applicants responses for the extracurricular and volunteer activities sections
- Questions regarding awards and honors Undergraduate (four-year) ***
 - Yes, send applicants responses to the awards and honors section
 - No, do not send applicants responses to the awards and honors section
- Questions regarding their employment background Undergraduate (four-year) ***
 - Yes, send applicants responses to the employment information section
 - No, do not send applicants responses to the employment information section
- Questions regarding test scores Undergraduate (four-year) ***
 - Yes, send applicants response to the test scores section
 - No, do not send applicants response to the test scores section

Regular Application Cycle Updates

APPLY TEXAS

Admin Institution information App settings Scholarship settings Resources

Application transmission

STAGING LIVE

Use this page to transfer submitted applications from ApplyTexas to your institution. You can also update preferences for the days and times you would like ApplyTexas to transfer applications.

Current transmission preferences

Transmit times: ✓ Mon-Fri 7 am ✗ Mon-Fri 12 pm ✓ Mon-Fri 6 pm ✓ Sat-Sun 7 am ✗ Sat-Sun 12 pm ✗ Sat-Sun 6 pm

ISA address	Code to send with previous college segments
ZZZZ3545	CEEB code

[Edit preferences](#) →

Transmit applications now

Environment

Select an environment

Production (Live)

Test

Regenerate Production EDI

Transmission details

Select transmission type

Select ▼

Start date _____ End date _____

APPLY TEXAS

Admin Institution information App settings Scholarship settings Resources

Application transmission Edit preferences

Edit transmission preferences

STAGING LIVE

Edit data settings and timing preferences for the transfer of submitted applications.

General settings

ISA address *
This is the combined ISA qualifier and ID we send in the EDI to identify your institution and let NSC put it into the correct directory.

ZZZZ3545

Please select which school code to send with the previous college segments *

FICE code

CEEB code

FICE if it is available, if not send CEEB

Time preferences

Please select the days and times you would like ApplyTexas to transmit applications. Changes to these preferences will go into effect at the next ApplyTexas transmission time. You may need to coordinate changes with the SPEEDE server at the National Student Clearinghouse (NSC) depending on your preferences with them. They can be contacted at speede-support@studentclearinghouse.org.

Select time preferences: *

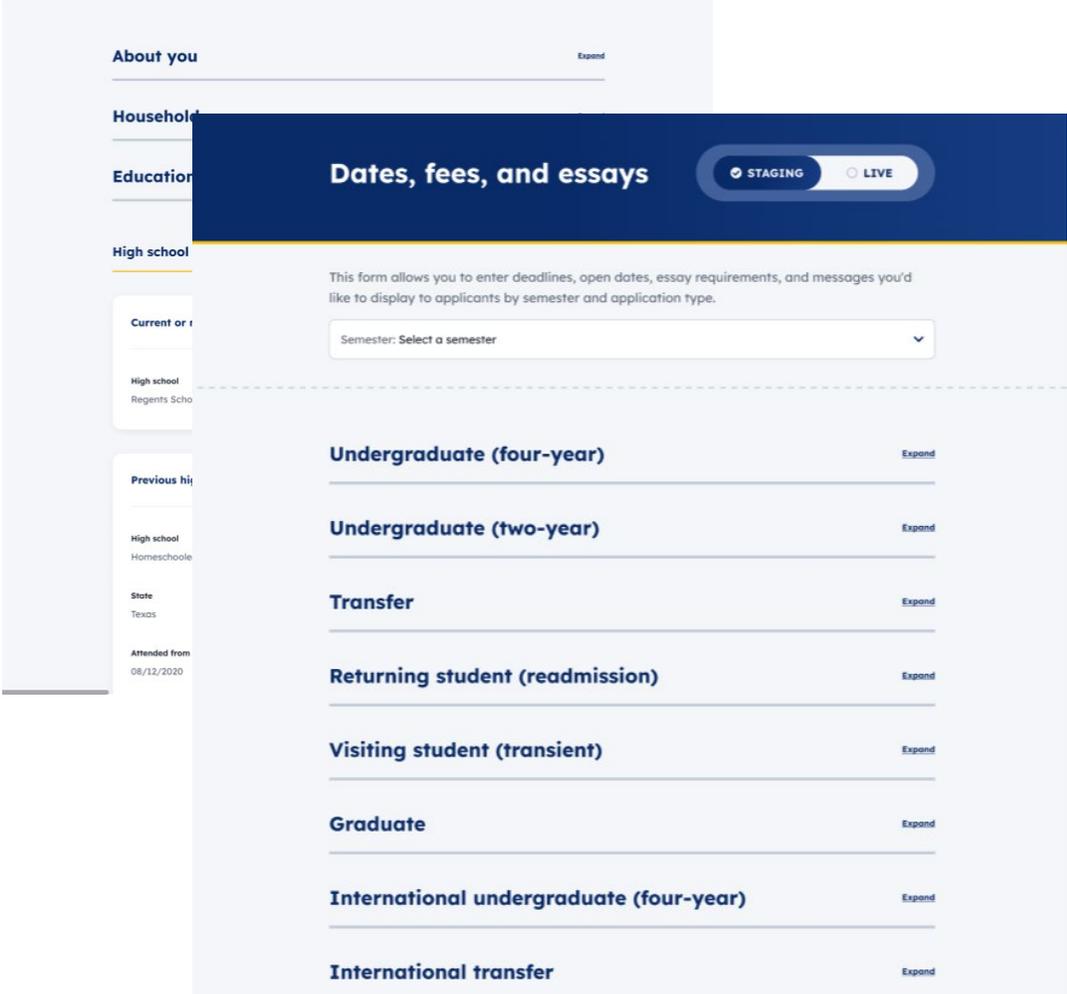
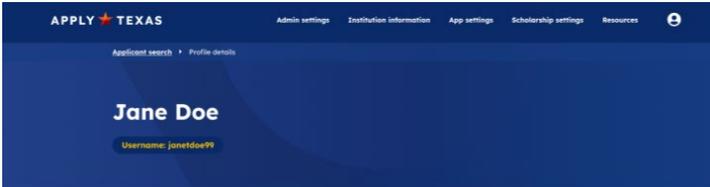
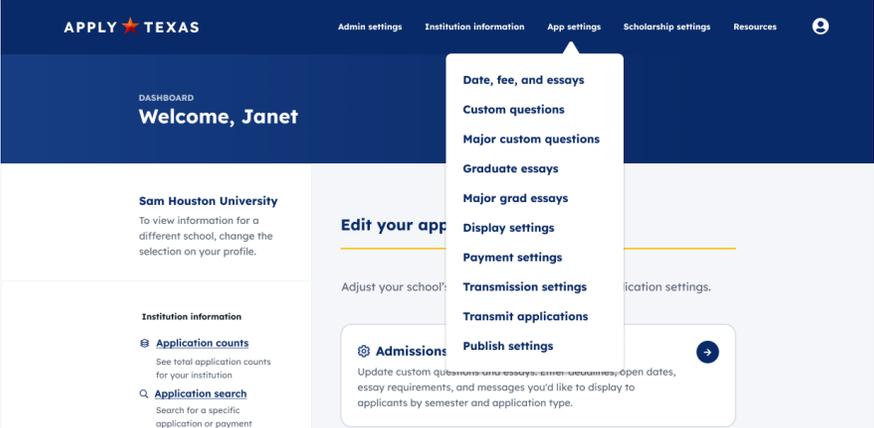
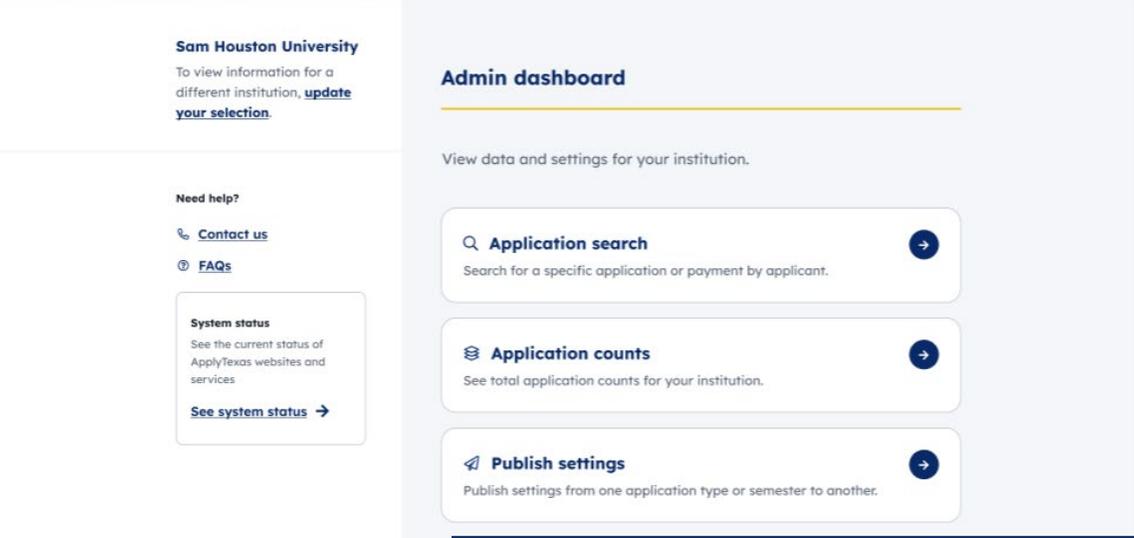
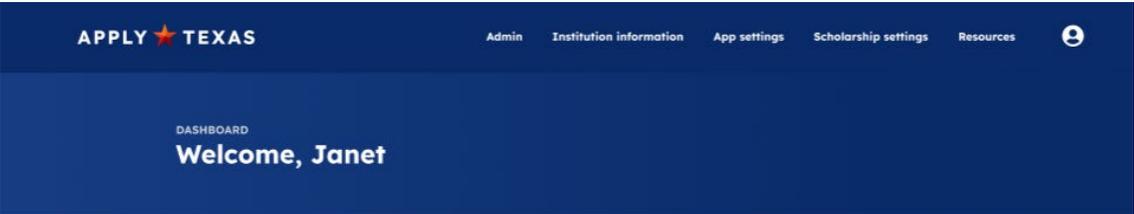
Monday through Friday 7 am

Monday through Friday 12 pm

Monday through Friday 6 pm

Supplementary Institutional Data

Admin Suite Reorganization



APPLY  TEXAS

Technical Changes Summary Webinar

What's next for us?



Continuing to build out the Student, Admin, and Counselor experiences for ApplyTexas based on the updated designs



Collaborating with the Texas Education Agency (TEA) to build out an ApplyTexas – TREx integration to support student-initiated transcript requests



Preparing technical requirements and rollover plan details to ensure institutions are prepared for the ApplyTexas cutover

What should you expect?

**DEC
2023**

Institutions will receive a high-level summary of expected technical changes to prepare for leading up to launch in 2024.

**FEB
2023**

Institutions will receive more details on the application rollover plan for the current cycle, overall technical requirements, and launch prep

**APR
2024**

Institutions will receive information on training, onboarding, and support services for different user groups leading up to launch

**MAY
2024**

Student-facing launch of new ApplyTexas for all open applications.

**JUL 1
2024**

Student-facing launch of new ApplyTexas for all new applications.