Online Application Instructions

Summer Scholars Program 2021
1) Go to https://apply.wisconsin.edu/homepage to get started

Either create an account or sign in if you’ve filled out an application for another UW school.

**When creating an account, use a personal email (parent’s email is fine, too) just not a high school email.**
2) Click “Start Application”
3. Answer the questions as shown below

- **Are you applying for a degree or a few courses?**
  - Degree
  - Few Courses

- **Are you a U.S. citizen?**
  - Yes
  - No

- **Have you graduated from high school/secondary school or earned your GED/HSED?**
  - Yes
  - No

Answer accordingly
4) It should tell you that you are a high school non-degree applicant. If it tells you something else, you answered something incorrectly. Go back and make sure you chose correctly in #3.
5) Continue with these answers:

Choose this even if you plan on taking your course at the Marinette, Manitowoc, or Sheboygan campuses.

- Choose Summer 2021

Choose College Credit in High School Program.

Choose Early College Credit Program.
6) Your summary should look like this:

![Review Your Choices Screen]

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Summer 2021
7) Next, you’ll be providing your personal info. Most of it is straightforward but here are a few notes:

- **Social Security Number**
- **Tax Identification #**
- **Do Not Want to Provide/Do Not Have**

**You only select one**

If you click this, you’ll be asked for your 9-digit number.

You probably don’t have one of these.

If you click this, you will get this message:

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**Why you should provide a TIN OR SSN**

You are strongly encouraged to provide a Social Security Number (SSN) or other Taxpayer Identification Number (TIN) if you have one. If you have both, enter ONLY your SSN. Failure to submit a SSN or TIN could have the following consequences:

- A delay in the awarding of financial aid (NOTE: International students are not eligible for state and federal financial aid)
- An inability to claim tax benefits on your and/or your parents’ tax returns for the tuition and fees you pay to attend college; and
- If you are a U.S. citizen or a permanent resident for U.S. tax purposes, the IRS may require you to pay a $50 penalty.

While you are not legally required to provide your SSN or TIN for the purposes of this application, you will be required to do so if you attend a UW institution and you are a U.S. citizen or a permanent resident for tax purposes.

There are no tax or financial aid implications for high school dual credit students so you don’t need to worry about this.
7) Continued – Personal Info Section Notes

Do not “Skip Parent Section”
You only need to provide information for 1 parent/guardian
7) Continued – Personal Info Section Notes

Residency is determined by the parent section
8) Add your high school

You do not need to upload your transcript
9) Answer the “Holistic Review”

- You are not writing an essay, but we need something in this box
- Type in your current high school
10) Sign and submit

There is no cost to apply for high school dual credit students.
What’s next?

1. After you submit your application, you will get a confirmation email to the email address you used to create your account
   • If you don’t get a confirmation email, check your junk folder. If you don’t have anything in you junk folder, check to make sure you finished and submitted

2. You will be contacted by someone from the UW-Green Bay K-12 and Community Relations Office regarding your class