Online Application Instructions

Summer Scholars Program 2022
1) Go to [https://apply.wisconsin.edu/homepage](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

YOU ARE A HIGH SCHOOL NON-DEGREE APPLICANT

A High School Non-Degree applicant is in high school and plans on taking a college course or two.
5) Continue with these answers:

Choose Summer 2022
6) Your summary should look like this:

You are applying as a High School Non-Degree student at UW-Green Bay for Summer 2022. You have selected College Credit in High School Program as your major/program.
7) Next, you’ll be providing your personal info. Most of it is straightforward but here are a few notes:

Which form of identification can you provide?

- 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:

Why you should provide a TIN OR SSN

There are no tax or financial aid implications for high school dual credit students so you don’t need to worry about this

CLOSE AND ACCEPT
7) Continued – Personal Info Section Notes

Do not “Skip Parent Section”

You only need to provide information for 1 parent/guardian
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 your 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