

STEPS TO COMPLETE THE ONLINE ADMISSIONS APPLICATION

STEP 1 - Go to: apply.dtcc.edu

STEP 2

Click on **"first time user account creation."**

Create a Login ID:

Create a PIN:

[First time user account creation](#) 

[Return to Homepage](#)

STEP 3

Create a **Login ID** and **PIN** and click **LOGIN**.

Be sure to click "I'm not a robot" and then click "Login."

Create a Login ID:

Create a PIN:

Verify PIN:

I'm not a robot 
reCAPTCHA
Privacy - Terms



STEP 4

Select the **Application Type:** and click **Continue**.

Application Type:

[Continue](#)

STEP 5

Select the **Admission Term** for when you will take the course(s). Fill in your **legal first** and **last name** and click **Fill Out Application**. *DO NOT use nicknames.*

Admission Term:

[Fill Out Application](#)

STEP 6

Each section of the **"Application Checklist"** must be completed. You will see the option to **"Finish Later"** if necessary. *Important: Please be sure to use your own email address and cell phone number on the "personal information page."*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Name | <input checked="" type="checkbox"/> Select your Major |
| <input checked="" type="checkbox"/> Primary Address | <input checked="" type="checkbox"/> High School |
| <input checked="" type="checkbox"/> Personal Information | <input checked="" type="checkbox"/> Previous College |

[Application is Complete](#)

[Finish Later](#)

STEP 7

Select your Choice of Study/Major.

Choice of Study/Major:

[Checklist](#)

[Continue](#)

[Finish Later](#)

STEP 8

Use the **Lookup High School Code** link to find high school and complete the sections for **state & city** to populate school listing. Select your school and click on **Copy Selected High School Information to Data Entry Form**. *Type the school information only if high school code is NOT found.*

STEP 9

Click **"Application is Complete"** **ONCE** if all sections are completed (*requires checkmarks*) or **Finish Later** to save and continue later.

STEP 10

Please check the email you provided on your application for a message from Delaware Tech. Verification must be completed within 15 days.