

Online Application for Admission Concurrent Enrollment Students

Beginning with the **Spring 2011 Semester (January 2011)**, Snow College will require **all new concurrent enrollment students** to apply for admission online.

Login Instructions:

1. Go to www.snow.edu
2. Under Admissions (on the left side), click on “Admissions”
3. Select “Admissions Application” (in blue)
4. Select “Online Application”
5. Click on “First Time User Account Creation” (**below Login button**)
6. Create a Login ID and Create a PIN (the PIN must be 6 digits – numeric only).
Verify (re-enter) PIN.

NOTE: This ID and PIN are ONLY used for the Admissions Application process. This will not be your permanent Snow College Student ID. Once you are admitted, the Banner system will automatically assign you a permanent Student ID.

Application Instructions:

NOTE: When completing the online application, red * fields are required.

1. **Application Type:** Select “High School Concurrent Enrlmnt” from drop-down menu.
2. Click “Continue”
3. **Admission Term:** Select “Fall 2011”
4. **First Name:** Enter your first name,
5. **Middle Name:** Enter your middle name or initial (optional – if you enter an initial, do not put a period after it)
6. **Last Name:** Enter your last name. **NOTE: Enter your whole name exactly how you want it to appear on your official Snow College transcript.**
7. Select “Name”
8. Click “Continue”

Under Personal Information:

9. **Citizenship**: Select the appropriate choice from the drop-down menu (most likely “US Citizen”).
10. **Email Address**: Enter your **email address**
11. **Verify Email Address**: Re-enter your **email address**
12. **SSN (XXXXXXXXXX)**: Enter your social security number (**not required**)
13. **Gender**: Make appropriate selection.
14. **Ethnicity**: Make appropriate selection from drop-down menu.
15. **Ethnic Category**: Make appropriate selection.
16. **Birth Date**: Select the appropriate **month** and **day**. For year, enter the four-digit **year** of birth.
17. **Resident**: (of Utah) Select “Yes” or “No”
18. Click “Continue”

Under Current Address & Phone:

19. **Street Line 1**: Type in your **street address** or **PO Box number**
(No need to put anything in Street Line 2 or 3)
20. **City**: Type in the **city** in which you live.
21. **State**: Type in **UT**.
22. **Zip Code**: Type in your **ZIP**.
23. **County**: Select the appropriate **county** from the drop-down menu.
24. **Nation**: Select **United States** from the drop-down menu.
25. **Phone Number (xxxxxx)-(xxxxxxxxxxxx) (xxxxxxxxxx extension)**: (Enter the best phone number to reach you.) Enter the **area code** in the first box and the **seven digit number** in the next box. (Nothing should be entered in the third box.)
26. Click “Continue”

Under High School:

27. Click on “Lookup High School Code” (to right of box)
28. On drop-down menu, select **Utah**
(No need to click on “Select a Country” if you entered your state)
29. Click on “List Cities in Selected State, Province or Country”
30. Click on down arrow and select “High School City”
31. Select appropriate **city** from the drop-down menu
32. Click on “List High Schools in Selected City” ***IMPORTANT***

33. Select your high school name again; then click on “Copy Selected High School Information to Data Entry Form”
34. Your **high school code** will appear in the appropriate box. **DO NOT CHANGE IT.** Also DO NOT CHANGE High School Name (unless incorrect)
35. **Expected Graduation Date:** From drop-down menu, select the appropriate **Month** (usually May)
 - Select the **Day** you will graduate. (If you don’t know the exact day, just enter a date anywhere from the middle to the end of the month.)
 - For **Year**, enter the 4-digit year you will graduate

DO NOT click on Enter or View Another High School.

Click “Continue”

If you completed everything correctly, a red checkmark will appear next to each of the 4 sections in which information was entered.

Click on Application is Complete.

Congratulations on completing the Snow College Online Application successfully!

If you have questions or need help with the admission process, please contact Lorie Parry, Admissions Director, at Snow College; phone - 435-283-7144; email - lorie.parry@snow.edu.