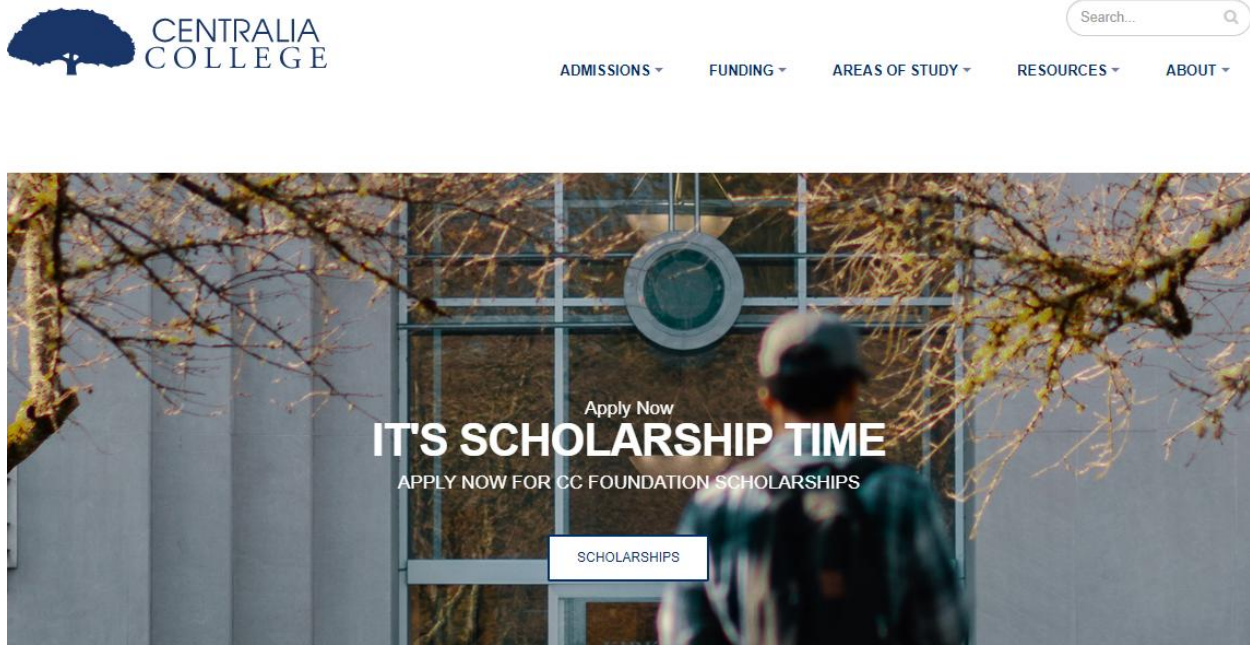
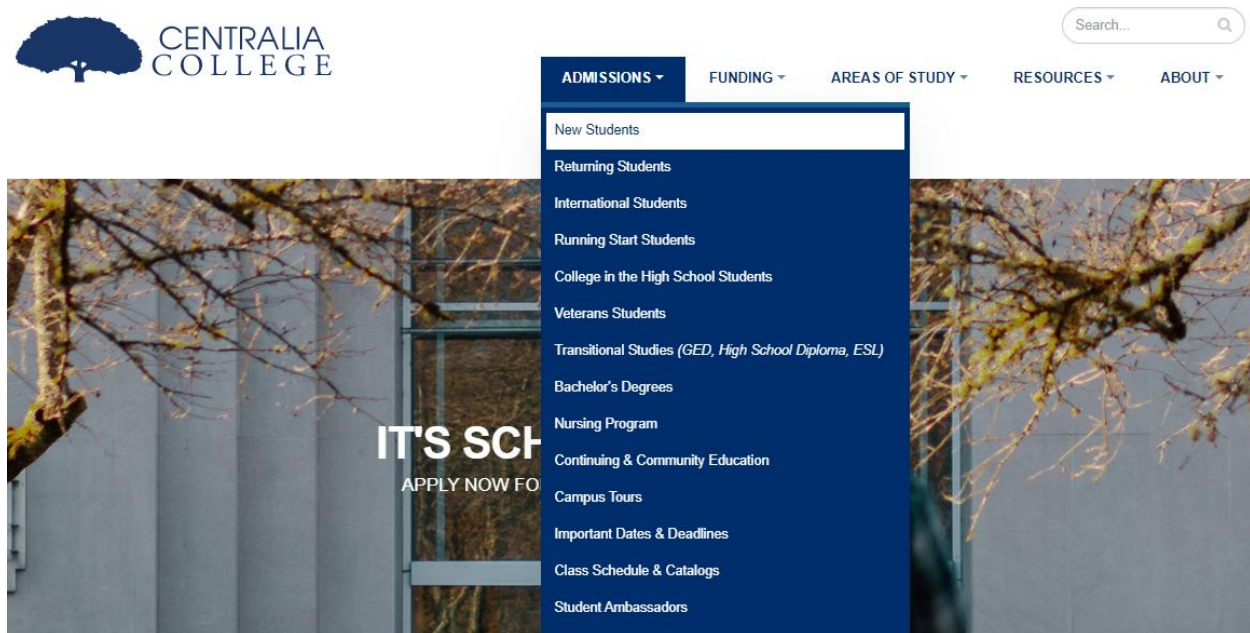


Admissions Applications Steps

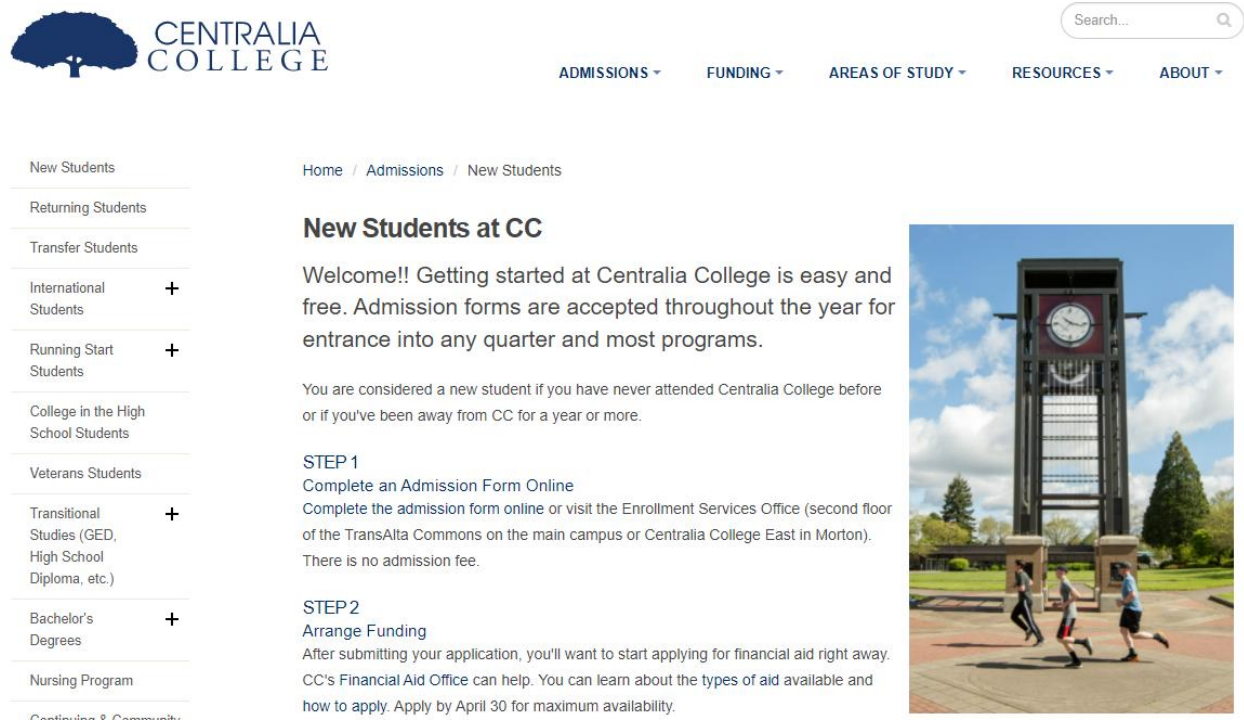
1. Go to the Centralia College website: <https://www.centralia.edu/default.aspx>



2. Go to "Admissions" and select "New Student"



3. Select “Complete an Admission Form Online” under “Step 1”



The screenshot shows the Centralia College website. The header includes the college logo, a search bar, and navigation links for Admissions, Funding, Areas of Study, Resources, and About. A left sidebar lists various student categories with expandable options (+). The main content area is titled "New Students at CC" and includes a welcome message, a definition of a new student, and two steps for admission: Step 1 (Complete an Admission Form Online) and Step 2 (Arrange Funding). A photograph of a clock tower on campus is shown on the right.

CENTRALIA COLLEGE

ADMISSIONS ▾ FUNDING ▾ AREAS OF STUDY ▾ RESOURCES ▾ ABOUT ▾

New Students

Returning Students

Transfer Students

International Students +

Running Start Students +

College in the High School Students

Veterans Students

Transitional Studies (GED, High School Diploma, etc.) +

Bachelor's Degrees +

Nursing Program

Home / Admissions / New Students


New Students at CC

Welcome!! Getting started at Centralia College is easy and free. Admission forms are accepted throughout the year for entrance into any quarter and most programs.

You are considered a new student if you have never attended Centralia College before or if you've been away from CC for a year or more.

STEP 1
Complete an Admission Form Online
Complete the admission form online or visit the Enrollment Services Office (second floor of the TransAlta Commons on the main campus or Centralia College East in Morton). There is no admission fee.

STEP 2
Arrange Funding
After submitting your application, you'll want to start applying for financial aid right away. CC's Financial Aid Office can help. You can learn about the types of aid available and how to apply. Apply by April 30 for maximum availability.



4. The Online Admissions Application login page.

5. Select the “Create an Account”



The screenshot shows the login page for the Online Admissions Application Portal (OAAP) for Washington State Community and Technical Colleges. It features a large group photo of diverse students on the left. The right side contains the portal's name, a welcome message, and instructions to create an account or log in. At the bottom, it mentions it is powered by K Tech Products.

COMMUNITY AND TECHNICAL COLLEGES
Washington State Board

Welcome!

Online Admissions Application Portal (OAAP) for Washington State Community and Technical Colleges

To apply to a college, please create an admissions application account.

[Create a New Account](#)

or [Existing Users Login](#)

Powered by **K Tech Products**
Innovate | Automate | Transform
a KaseTech company

READY FOR WHAT'S NEXT?
Career training and university transfer at a fraction of the cost

6. Fill in the required information:

a. Username/Password/Confirm Password/First Name/Last Name /Date of Birth/Email/Phone Number

7. Select "Submit"



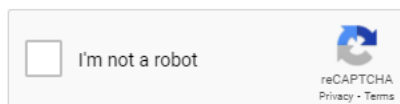
*An asterisk indicates a required item

Title		Create Username *		Password *	Confirm Password *
First Name *	Middle Name	Username Conditions: <ul style="list-style-type: none">Between 3 and 30 charactersAll lowercaseMust begin with a letter or numberInclude at least one letterCannot include special characters other than " _ " and " . "Cannot end with a special characterCannot include your first nameCannot include your last nameCannot include your emailCannot include spacesCharacters are English (American Standard) alphanumeric characters		Password Conditions: <ul style="list-style-type: none">At least 8 characters longAt least one lowercase letterAt least one uppercase letterAt least one numberAt least one of the following symbols: !@#\$%^&*Cannot include your first nameCannot include your last nameCannot include your usernameCharacters are English (American Standard) alphanumeric characters	
Last Name *	Name Suffix				
Date of Birth *	Email Address *				
Password Recovery Options					
Phone number				Submit	

8. You will be asked to select Security Questions and Answers

The following questions will be used for account credentials recovery.

Select your security question *	Enter your answer *
Select your security question *	Enter your answer *
Select your security question *	Enter your answer *



Submit

Please write down and store these answers of these questions, as they will be needed for account recovery and security access

9. There will be a Registration screen to enter an OTP code.

Registration

Validate One-Time Password (OTP)

A One-Time Password has been sent to [REDACTED] from noreply@sbctc.edu

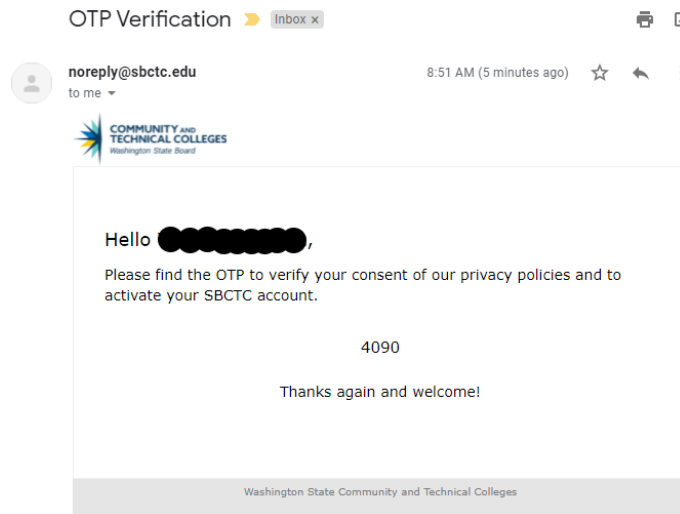
Please enter the One-Time temporary password below to verify your email address. If you do not see the email in your inbox, check your SPAM folder.

Enter OTP

Submit OTP

Resend OTP

10. Check the email provided for an OTP Verification Code. Example shown below:



11. Enter OTP code in the Registration Screen and select “Submit OTP”

Registration

Validate One-Time Password (OTP)

A One-Time Password has been sent to [REDACTED] from noreply@sbctc.edu

Please enter the One-Time temporary password below to verify your email address. If you do not see the email in your inbox, check your SPAM folder.

Enter OTP

Submit OTP

Resend OTP

12. Registration is complete. Select “Log in Here” to enter the application process.



OTP verified successfully.

Your registration successfully completed.

[Log in Here](#)

13. Enter your Username (or if you have an existing ctcLink account, log in with those credentials)

14. Enter your password.

15. Select the “I’m not a robot” Captcha checkbox.



READY FOR WHAT'S NEXT?

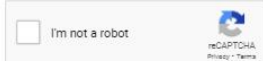
Career training and university transfer at a fraction of the cost



Welcome!

Online Admissions Application

If you have an existing ctcLink account, log in with those credentials.




[Forgot my Password](#)

[Forgot my Username](#)


[Create an Account](#)

[Log in](#)

16. Welcome Screen. Read and select “Close”



Take your life to the next level!



Choosing the right college is an important decision. Enrolling in a Washington community or technical college is a smart choice. No matter who you are, where you come from, or what you're interested in, there's a program or degree here for you...all at a fraction of the cost!

- Get started in a career
- Learn a skilled trade
- Earn credits that transfer to universities or polish your professional skills
- Finish high school or get your GED®, or learn English language skills

You'll study on campus or online with dedicated instructors in small classes and within a supportive campus environment. We know what employers and universities look for because we work with them every day to match what you learn with what they need.

Just as important...you can be yourself. We welcome students of all ages, races, ethnicities, sexual orientations, and backgrounds, celebrating everyone for who they are and what they bring to our college communities.

You're at the start of an amazing journey. Let's get going!

Close

17. “Start a New Application” page.

18. Select “**Centralia College**” from the “**College**” dropdown list.

19. Select an **Admission Type** from the “**I will be enrolling as a...**” dropdown list.

20. Select a “**Program**” from the dropdown list.


21. Select a “**Term**” from the dropdown list.

22. Select a **Plan** from the “**Degree or Certificate I am seeking...**” dropdown list.

23. Optionally, select a **Sub-Plan** from “**Academic Focus Area**” the dropdown list.

Academic Sub-Plans are optional and not required to submit an Online Admissions Application successfully.

24. Click on the “**Apply**” button.




Take your life to the next level!


Start A New Application

Immediately below this page, you will find detailed explanations for each section.

Logout



College *

 Centralia College

I will be enrolling as a... *

Program *

Term *

Degree or Certificate I am seeking... *

Academic Focus Area

Apply

25. The “Personal Information” page. Review and update, if needed.

26. Click the “Next” button.

- ① If you are a returning student logging in with your ctcLink credentials and need to make corrections to your address, email, and phone information, you will need to do this in ctcLink before applying for admissions. If you do not remember your ctcLink account information, please contact the college directly.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

Address Information

+ Add New

Address Type *

Home

Country *

United States

Address Line 1 *

Please enter a valid Address Line 1

Address Line 2

Address Line 3

City *

Please enter a valid City

Postal Code *

Please enter a valid Postal Code

State *

Washington

County

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

Next >

Save for later

27. The “High School Attended” page. Also includes colleges. Review and update, if needed.

- Click “Search School/College” to search for your school
- If you can’t find your school, click “Add School/College” checkbox and enter school details.

28. Click the “Next” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

College Attended

Add School/College

+ Add New

Search College

Location Code

Country

Address Line 1

Address Line 2

Address Line 3

City

Postal Code

State

Attended From Date

Attended To Date

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

< Previous

Next >

Save for later

29. The “Ethnicity Information” page. Review and update, if necessary.
30. Click the “Next” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

1. Are you Hispanic or Latino?

Yes, I am Hispanic or Latino

No, I am not Hispanic or Latino

2. What is your race? Select one or more

White

Black/African American

Hispanic/Latino

Asian

American Indian/Alaska Native

Native Hawaiian/Oth Pac Island

Ethnic Group *

Response or non-response to this section will not affect your admission. Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

< Previous

Next >

Save for later

31. The “Upload Documents” page.
32. If applicable:
 - a. Select the “Upload Document Type” from the drop-down list.
 - b. Select the “Upload File” button to upload a document.
 - c. Enter a document “Description”
33. Select the “Next” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

Upload Documents

Required items are indicated by an asterisk*

If you would like to upload documents with your application, follow these steps:

In the "Upload Document Type" box, from the drop-down, choose the one that best fits the document you are about to attach. Provide a brief description in the "Description" box. (30 character limit) Choose "Upload File" to begin uploading your document. Only .doc, .docx, .pdf or .txt files are accepted. If you have more documents to upload, click the "+" button and repeat the process.

Upload document type

Upload File

Description

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

< Previous

Next >

Save for later

34. The “Residency” page. Answer each of the questions by selecting your answer from each question’s drop-down list.

Responses to this section will not affect your consideration for admission, however; you may be requested to submit supporting documentation.

35. Select the “Next” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

Are you an active duty member of the U.S. Armed Forces or Washington National Guard? *

Are you the spouse or dependent of an active duty military person stationed in Washington or a spouse or dependent of an active duty member of the Washington National Guard? *

Have you separated from active duty in the last 12 months? *

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

< Previous

Next >

Save for later

36. The “Supplemental Questions” page. Answer each of the questions by selecting your answer from each question’s drop-down list.

Response or non-response to this section will not affect your consideration for admission.

37. Select the “Next” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

Has either of your parents earned a High School Diploma? *

Are you currently employed? *

Veterans and/or their dependents may qualify for educational benefits. Please indicate if you would like additional information. *

Click the "Next" button to save your information and move to the next section. A green checkmark will appear to the right of the section name in the left menu for all completed sections. You can also progress through the application by selecting the section link in the list on the left. The section will be selectable only if it appears after the currently active section. Once all required sections have been completed, the application can be submitted.

< Previous

Next >

Save for later

38. The “Review and Submit” page. Read it.
39. Select the “Yes, I accept” checkbox.
40. Select the “Submit Now” button.

Personal Information

High School Attended

Ethnicity Information

Upload Documents

Residency

Supplemental Questions

Review and Submit

* Requires response

All required fields are filled out

Required fields are not filled out

Completed

Started

Not Started

Review and Submit

By selecting "Yes" below: I certify that all statements on this form are true to the best of my knowledge. It is the policy of Washington's community and technical colleges to provide equal opportunity in education regardless of race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, genetic information, gender identity, veteran status or the presence of any sensory, mental, or physical disability.

Response or non-response to any of the questions listed as voluntary in this application will not affect your consideration for admission.

☐ Yes, I accept

< Previous

Save for later

Submit Now

Date: Jan 27, 2022