Enrollment Process

1) Go to the [ApplyTexas](https://www.applytexas.org) website

2) Use the [ApplyTexas Application Guide](https://www.applytexas.org) to complete the application

3) Upon receipt of your HCC ID number via email, enter it on the [Dual Credit Waiver Approval Form](https://www.applytexas.org)

4) Select your classes using the [Student Enrollment Survey](https://www.applytexas.org) and attach the following documents to the survey:
   a) Dual Credit Waiver Approval Form (required every semester)
   b) Immunization Record
      (If the meningitis vaccination has reached the five-year mark, it has expired)
   b) Bacterial Meningitis Vaccination Verification Form

5) Upon submission of the Student Enrollment Survey, the liaison will review your course requests for approval

6) If approved, a waiver will be applied to cover tuition costs and you will receive a notification to proceed with enrollment upon completion to proceed with enrollment using [PeopleSoft Student](https://www.peoplesoft.hcc.edu)

7) Use the [PeopleSoft Student Registration Guide](https://www.peoplesoft.hcc.edu) to complete the enrollment process

8) Select Other or Voucher as a payment option as the last step of the enrollment process

Note: enrollment in courses not approved on the waiver form will result in the waiver being removed