

A Guide to Applying to Greenville Technical College

Thank you for your interest in Greenville Technical College! We hope this guide will answer questions you may have about using our online application.

Email Address

In order to apply, we require an email address for follow-up correspondence. If you do not have an email address, you can get a free email address online by setting up an account with any of the following email service providers.

Google Email
www.gmail.com

Yahoo Email
<https://edit.yahoo.com/registration>

Windows Live (includes Microsoft Passport, Hotmail, Messenger or MSN account)
<https://signup.live.com/signup>

Get Started

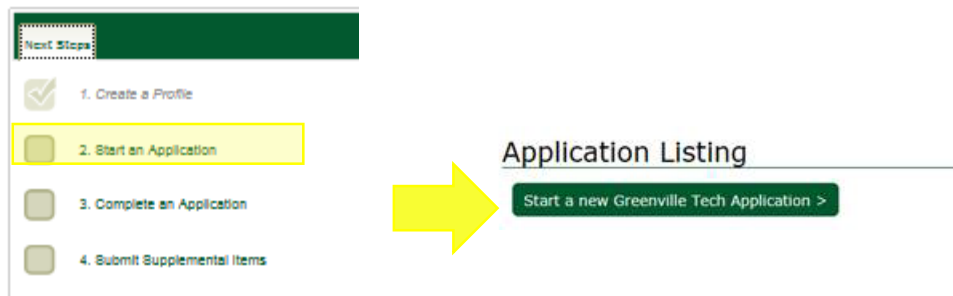
- **Create an Account to Start Your Application**

Go to www.gvltec.edu/apply and click the **Online Application button**.

Click “Not Registered yet? Create an Account!”

- The first page creates an account/profile. This account includes access to more than just an application. It contains information about events that you can attend and allows you to communicate with the Recruiting and Admissions Departments.
- Fill in as much information as you can. You can update your profile at any time by logging back in using your email address and password.
- Make the initial password something you can remember. Note: the password is case sensitive.

- **Start an Application.**



If you cannot finish the application in one sitting, you can always log back in using your email address and password. Note: save your work periodically. You do not need to start a new application; update the one you already started.

Click **Save & Continue** at the bottom of each page.

- Moving through the application.

You can move back and forth through the tabs on the left-hand side of the application.

- Complete an Application.

Please verify your Social Security Number using your Social Security Card.

Once finished with all pages, certifications, and signature, **Submit Application**.

- You may not proceed if you have any formatting errors or left a required field blank.

- Click on the information in the **(parentheses)** and it will jump back to the area needing correction.

- **Submit Application**.

When all corrections are made, you may submit. You are done!

You will receive a confirmation email to the email address you used to create the account. This email will give you a list of requirements and next steps based on your student type.

Welcome to Greenville Technical College!