

STEP 1: Apply to Texas State University at www.applytexas.org

- Select "Transfer" for the application type. In the "Choose Your Major" section, find "Collin College" in the drop down menu and select your desired Academic Alliance major.
- Double check you are applying for the correct term and that you fully submit your application.
- Pay your application fee or verify your TXST fee waiver is applied.

STEP 2: Complete Admissions Process

- Contact acadalliance@collin.edu to confirm your desired participation in the Academic Alliance program and meet with an Academic Alliance Advisor to review your degree plan.
- Activate your TXST NetID and set up your Duo multi-factor authentication account.
- Provide any additional documentation requested by TXST (academic transcripts, immunization records, test scores, etc.)

STEP 3: Register for Classes

- **For Texas State University:**
 - Review any remaining registration requirements through the [TXST New Student Portal](#).
 - Register for TXST course(s) offered at Collin College through your [TXST CatsWeb account](#).
- **For Collin College:**
 - Review your customized list of registration requirements through the "My Tasks" button in the top right corner of your [Workday](#) account.
 - Search and register for Collin College courses in [Workday](#): Click "Menu" > "Academics Hub" > "Planning and Registration" > "Find Course Sections"
- For assistance planning your schedule or registering for classes, contact acadalliance@collin.edu

STEP 4: Payment

- Tuition for Texas State University courses is set at the applicable TXST tuition rate and is paid directly to TXST. Academic Alliance students can qualify to receive financial aid for both their TXST and Collin College courses each semester.
- **For Texas State University:**
 - Pay tuition for the TXST courses you register for online [HERE](#).
- **For Collin College:**
 - You may pay online through Workday > "Menu" > "Financials Hub", or through the Cashier's Office
- More information about payment methods, policies and installment plans is available online at www.collin.edu/bursar/StudentFinancialServices

Get Ready to Start Classes!

- Meet with an Academic Alliance advisor to review your schedule and degree plan any time.
- Find/purchase textbooks if needed through the [Bookstore](#).
- ACCESS/Disability Services (*Request accommodations*)
 - To receive accommodations, you must apply through the ACCESS Office. More information is available at <https://www.collin.edu/studentresources/disabilityservices/index.html>