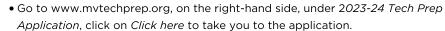
Sinclair Tech Prep App Worksheet/Helpful tips

1. Create your Sinclair account





- Fill out your personal information, please ensure your email is correct. DO NOT use your high school or iCloud email.
- Be sure to remember your username and password. You will need it to log back into your Sinclair account. Username
 Password
- Click Submit
- Go to email inbox you used to create your Sinclair account.
- Open email from Sinclair and click link to verify your email.
- Log back into your Sinclair account and fill out your basic application information.
- Legal name enter as it appears on legal documents. DO NOT USE NICKNAMES.
- Citizenship status if not a current US resident, VISA or immigration status will be needed.
- Select Yes to current high school student.
- Select Participate in the Tech Prep Program, then click Save and Continue.

2. Application

- Application type is *Tech Prep*
- Tech Prep Site select where you take career tech courses.
- Tech Prep Instructor select who teaches your career tech courses.
- Social Security Information please enter in numbers only (NO DASHES).
- SSID you can leave this blank.
- Attend a CTC/JVS Yes/no
- Have you ever attended Sinclair select Yes if you have taken/currently taking CCP courses at Sinclair.
- Have you attended any other College Select Yes if you are currently or have taken CCP courses at another institution (ex: Clark State, Edison)
- Click on the yellow box that says Add high school or college.
- Select School type.
- Search for your school(s) and select your graduation year.
- Hit Save and Continue

3. Application submission



- Click on the yellow box that says *Confirm SSN status*. Select the SSN disclaimer option pertaining to you.
- Certify and type your name in the signature box and select Submit.



