CAPP

ADMISSION APPLICATION INSTRUCTIONS

FALL APPLICATIONS ARE DUE JULY 31
SPRING APPLICATIONS ARE DUE DECEMBER 20
START AT APPLY.WISCONSIN.EDU
COMPLETE THE FORM TO CREATE YOUR ACCOUNT

CREATE YOUR ACCOUNT

What email should I use?

Email Address
Your email address will be your username.
Enter your email address

First Name
Enter your first name

Last Name
Enter your last name

Password
Password must be eight characters in length and include one letter and one number.
Enter your password

Confirm Password
Confirm your password
FINISH THE FORM, THEN CLICK CREATE ACCOUNT

Cell Phone (Optional)

Occasionally, the University of Wisconsin will send a reminder text or call to confirm information related to your application. Please accept or decline these updates below (standard text and data rates apply.)

(Optional)
- Yes, I give permission to send texts or call.
- No, I do not give permission to send texts or call.

I'm not a robot

After creating your account, please check your email to confirm your account. If you do not see an account creation email please check your spam/junk folder.

CREATE ACCOUNT
**CLICK START APPLICATION**

### MY ACCOUNT

#### IN PROGRESS APPLICATIONS

<table>
<thead>
<tr>
<th>CAMPUS</th>
<th>APP TYPE</th>
<th>TERM</th>
<th>STARTED DATE</th>
<th>ACTIONS</th>
</tr>
</thead>
</table>

You have no applications in progress.

#### SUBMITTED APPLICATIONS

<table>
<thead>
<tr>
<th>APP ID</th>
<th>CAMPUS</th>
<th>APP TYPE</th>
<th>TERM</th>
<th>SUBMITTED DATE</th>
<th>PAID</th>
<th>ACTIONS</th>
</tr>
</thead>
</table>

You have no completed applications.
CLICK CONTINUE

UW System campuses have a variety of application types. We'll start with a few questions so that we can pick the best application for you.
SELECT “FEW COURSES”

ARE YOU APPLYING FOR A DEGREE OR A FEW COURSES?

Degree

Few Courses

MY ACCOUNT  BACK
SELECT YOUR CITIZENSHIP STATUS

ARE YOU A U.S. CITIZEN?

Yes

No

MY ACCOUNT

BACK
SELECT “NO”

HAVE YOU GRADUATED FROM HIGH SCHOOL/SECONDARY SCHOOL OR EARNED YOUR GED/HSED?
YOU ARE A HIGH SCHOOL NON-DEGREE APPLICANT

A High School Non-Degree applicant is in high school and plans on taking a college course or two.

CLICK “CONTINUE”
SELECT “UW OSHKOSH” FROM THE MENU
THEN, “SAVE AND CONTINUE”
CHOOSE “CAPP”, THEN SAVE AND CONTINUE
CHOOSE “FALL 2021”**

* ** All Fall 2021 applications will be changed to Fall 2020 if submitted before December 20, 2020
IF YOUR SCREEN MATCHES MINE, CLICK NEXT

REVIEW YOUR CHOICES

You are applying as a High School Non-Degree student at UW-Oshkosh for Fall 2021 (classes start September 2021).
You have selected CAPP - Cooperative Academic Partnership Program as your major/program.
ENTER YOUR INFORMATION

PERSONAL INFORMATION

First Name: CAPP
Last Name/Family Name: Office

Middle Name (Optional)
Preferred Name (Optional)

Suffix (Jr, Sr, etc) (Optional)
Select Suffix

Has your name ever changed? (Ex: Life events such as a marriage, adoption, divorce etc)
Yes   No

Gender
Select Gender

Gender Identity (Optional)
Select Identity

Date of Birth:
MM/DD/YYYY

Note about Preferred name: This is an optional field and should only be used if you use a name in your everyday life that is significantly different than your legal name (not just a nickname)
ENTER YOUR INFORMATION

IMPORTANT: If you have a Social Security number (all US Citizens have one), then you must provide it here.
ANSWER THE QUESTIONS HOW THEY APPLY TO YOU

ADDITIONAL INFORMATION

FAMILY BACKGROUND
Are you, or is a parent or spouse, currently serving in the U.S. Military? Or, are you, or is a parent or spouse, a U.S. Military veteran? If so, please indicate the relationship below.

Check all that apply:
- [ ] Self
- [ ] Parent/Spouse
- [ ] Neither

ETHNICITY AND RACE
Are you of Hispanic or Latino/a origin?
- [ ] Yes
- [ ] No

Which of the option(s) below best describe how you identify yourself? (Check all that apply.) (Optional)

- [ ] African American or Black
- [ ] American Indian or Alaska Native
- [ ] Other Asian
- [ ] Cambodian
- [ ] Hawaiian or Other Pacific Islander
- [ ] Hmong
- [ ] Laotian
- [ ] Vietnamese
- [ ] White or Caucasian
You must provide at least one contact phone number, and indicate which phone number is preferred.
PROVIDE YOUR ADDRESS, THEN CLICK VALIDATE
IF THE ADDRESS THAT POPS UP IS CORRECT, CLICK SAVE AND CONTINUE
YOU MUST ENTER INFORMATION FOR AT LEAST ONE PARENT/GUARDIAN

PARENT/GUARDIAN INFORMATION

The next section will ask you for information about your parent(s) or guardian(s). Here are some key points to know about this section:

- It's optional. You can skip the section using the "Skip Parent Section" button below.
- You only need to enter the number of guardians that you have information for.
- It may be used for emergency contact information.

<table>
<thead>
<tr>
<th>FIRST NAME</th>
<th>LAST NAME</th>
<th>RELATIONSHIP</th>
<th>ADDRESS</th>
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</tr>
</thead>
</table>

You have no parents added.
ENTER THE PARENT/GUARDIAN NAME AND RELATIONSHIP TO YOU
PROVIDE PARENT/GUARDIAN ADDRESS (FOR RESIDENCY)
**PARENT/GUARDIAN INFORMATION**

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</tr>
</thead>
<tbody>
<tr>
<td>Sarah</td>
<td>Office</td>
<td>Legal Guardian/Caretaker</td>
<td>800 Algoma Boulevard</td>
<td></td>
</tr>
</tbody>
</table>
IF YOU LIVE IN WISCONSIN, SAY YES. IF NOT, SAY NO.

RESIDENCY

The next section will ask questions to determine if you qualify for Wisconsin resident tuition under state law. The information collected in the following sections is only used to determine your tuition rate. Learn more about qualifying for Wisconsin residency.

Are you claiming Wisconsin residency to qualify for the Wisconsin resident tuition rate?

☐ Yes  ☐ No

Minnesota Reciprocity

If you believe you qualify for Minnesota tuition reciprocity, that is determined through a separate process. Learn more about qualifying for Minnesota Reciprocity.
IF YOU SAID YES, CLICK EDIT PARENT

IF YOU SAID NO, CLICK SAVE AND CONTINUE
SELECT A PARENT, THEN RESPOND TO THE QUESTIONS

PARENT RESIDENCY

Please select the parent/guardian who best qualifies you for the Wisconsin resident tuition rate. If neither parent resides in Wisconsin, please list the parent whose information you are most familiar with. Note: Use the question mark in the lower right to help determine which parent you should select.

Choose your parent to use for residency:
- Sarah Office (Legal Guardian/Caretaker)

Is your Legal Guardian/Caretaker a U.S. citizen?
- Yes
- No
- Prefer not to respond at this time

Has your Legal Guardian/Caretaker physically resided full-time in Wisconsin for the past 12 months?
- Yes
- No

Where is your Legal Guardian/Caretaker employed?
- Wisconsin
- Outside of Wisconsin
- Not currently working
CONTINUE WITH THE PARENT RESIDENCY SECTION

Has your Legal Guardian/Caretaker filed a Wisconsin resident income tax return for the most recent tax year?
- Yes
- No, did not file
- No, filed in a different state

Was Wisconsin the last place your Legal Guardian/Caretaker registered to vote or voted?
- Yes
- No

Does your Legal Guardian/Caretaker hold a valid Wisconsin driver’s license?
- Yes
- No
IF YOU LIVE IN WISCONSIN, EDIT APPLICANT

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**RESIDENCY**

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<td>Completed</td>
<td><strong>EDIT PARENT</strong></td>
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<tr>
<td>Applicant Questions</td>
<td>Not Completed</td>
<td><strong>EDIT APPLICANT</strong></td>
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**Minnesota Reciprocity**

If you believe you qualify for Minnesota tuition reciprocity, that is determined through a separate process. Learn more about qualifying for [Minnesota Reciprocity](#).
COMPLETE THE QUESTIONS FOR RESIDENCY

APPLICANT RESIDENCY

Have you physically resided full-time in Wisconsin for the past 12 months?
- Yes
- No

Where are you employed?
- Wisconsin
- Outside of Wisconsin
- Not currently working

Have you filed a Wisconsin resident income tax return for the most recent tax year?
- Yes
- No, did not file
- No, filed in a different state

Was Wisconsin the last place you registered to vote or voted?
- Yes
- No

Do you hold a valid Wisconsin driver’s license?
- Yes
- No

[Buttons: BACK, SAVE QUESTIONS]
RESIDENCY

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You will be asked to provide information about your educational background. This typically involves providing information about your high school/secondary school and college/post-secondary career.
CLICK “ADD HIGH SCHOOL”
LOCATE YOUR SCHOOL USING THE SEARCH AND SELECT IT
SELECT “YES”, PROVIDE DATES, THEN SAVE HIGH SCHOOL

ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL

WEST BEND EAST HIGH SCHOOL
WEST BEND, WI

Do you currently attend this high school/secondary school?

☐ Yes  ☐ No

When did you start at this high school/secondary school?

MM/YYYY

What is your anticipated graduation date?

MM/YYYY

HIGH SCHOOL TRANSCRIPT

[Text about transcript]

BACK  SAVE HIGH SCHOOL
ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL

In this next section you will need to supply the following pieces of information about all of your High School/Secondary Schools attended:

- Full name of your high school/secondary school
- High school/secondary school attendance dates
- High school/secondary school graduation date
- Optional: unofficial high school/secondary school transcript

<table>
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<tr>
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<th>GRADUATION DATE</th>
<th>TRANScript</th>
<th>ACTIONS</th>
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<tr>
<td>WEST BEND EAST HIGH SCHOOL</td>
<td>06/2022</td>
<td>No</td>
<td></td>
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CLICK SAVE AND CONTINUE
CLICK SAVE AND CONTINUE

**HOLISTIC BACKGROUND**

Your holistic section asks that you write a statement for the campus that you are applying. On the statement page there will be a prompt to respond to along with some guidance for what to include in your statement.
YOU MAY SKIP THE ESSAY. CLICK SAVE AND CONTINUE
You're almost there! You have successfully completed your written application. All that is left is for your digital signature and payment.

Note: Once you submit your application you cannot make changes to it on this website. You will need to send changes to the admissions office.
PROVIDE YOUR DIGITAL SIGNATURE, THEN CLICK SUBMIT APPLICATION
CONGRATULATIONS! YOU COMPLETED STEP 1, CAPP ADMISSION APPLICATION!

• If you applied before the deadline (Fall: 7/31, Spring: 12/20), then you will receive more information by email a few weeks before the start of class.

• If you applied AFTER the deadline, you MUST also complete the Late Application Form. That form is on the Apply page of our website when you click “What if I submit my application late”

• Remember, this is just Step 1. You must also complete Step 2, course registration, to actually be enrolled for UWO CAPP credit.