



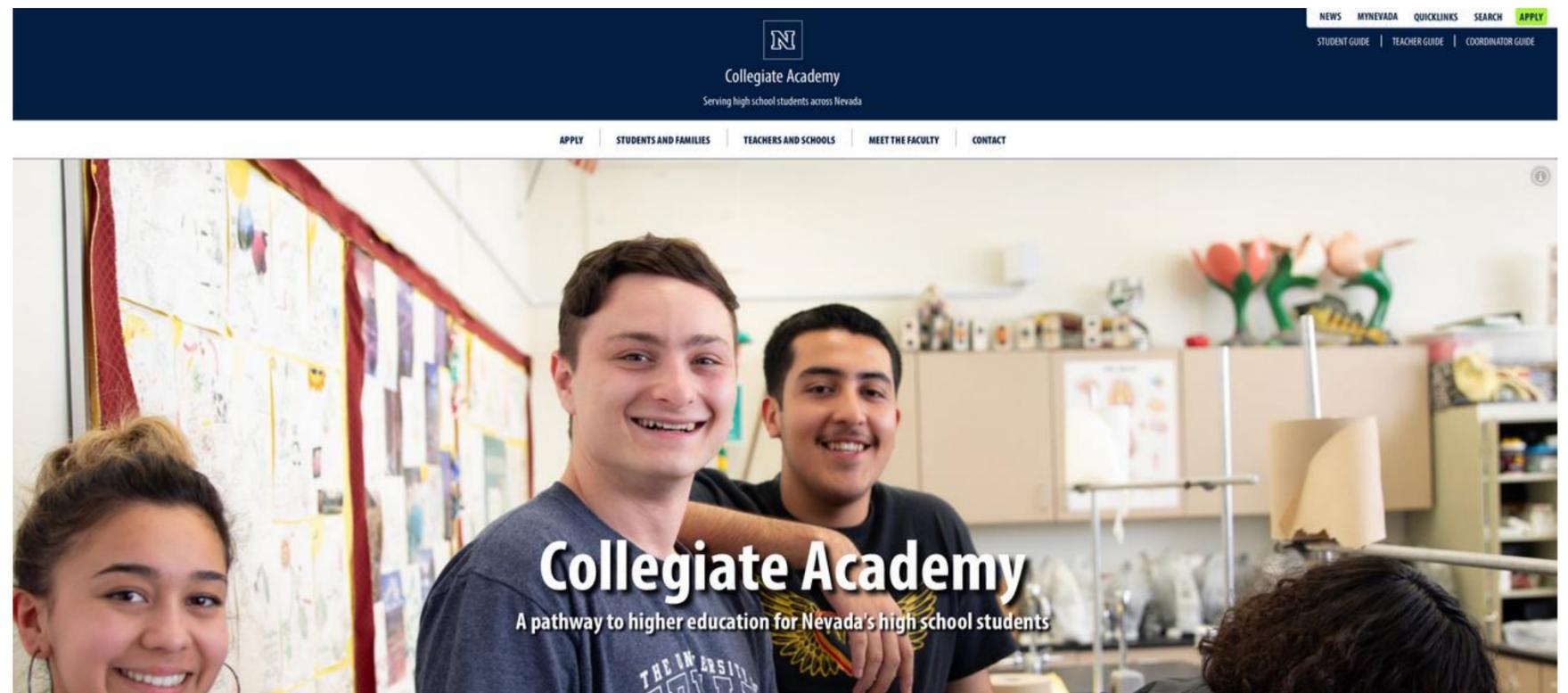
# How to: Apply to Collegiate Academy



# Navigate to Collegiate Academy Website

Type into search engine “Collegiate Academy UNR”

Click the “apply” tab at the top white banner or the green “apply” button at the top right corner.



Collegiate Academy is a dual credit program that offers high school students the opportunity to earn a year or more of college credit at a discounted cost in their high school classrooms.



# Collegiate Academy Apply Page

**Either pathway from the previous page will take you here, to the Collegiate Academy application page. This has an overview of the application process.**

**Click on “Create your application account” and “create application registration”**

The screenshot shows the top of the Collegiate Academy website. At the top center is the logo, a white 'N' in a square, with the text 'Collegiate Academy' and 'Serving high school students across Nevada' below it. A dark blue navigation bar contains the following links: APPLY, STUDENTS AND FAMILIES, TEACHERS AND SCHOOLS, MEET THE FACULTY, and CONTACT. Below the navigation bar is a breadcrumb trail: / Collegiate Academy / Collegiate Academy applications. To the right of the breadcrumb is a green button labeled 'MENU'. The main heading is 'Collegiate Academy applications'. Below this is a paragraph: 'Students must attend a participating Collegiate Academy high school to be eligible for enrollment, and enrollment in Collegiate Academy courses is open to high school students who are current juniors and seniors.' This is followed by another paragraph: 'Completing an application for admission to the Collegiate Academy only takes a few minutes of your time. The online application guides you step-by-step through the process and only requires basic information about you and your academic history. No essays or fees are required.' A third paragraph states: 'Once your application is accepted, your enrollment in the course(s) you are taking will be communicated to the University by your high school once you are added to the high school attendance roster by your school counselor. After you apply and activate your account using the instructions below, you are all set! Welcome to the Wolf Pack!' Below this is a section titled 'Steps to create and submit your application for admission' with five steps in a list: '+ Step one: Create your application account', '+ Step two: Complete and submit your application for admission', '+ Step three: Check confirmation emails for your NSHE ID', '+ Step four: Activate your MyNEVADA account', and '+ Step five: Activate your NetID'. At the bottom, there are two dark blue boxes. The left one is titled 'Start your application' and contains the text 'We're excited you're ready to join the Collegiate Academy. Start your application today.' and a button labeled 'START YOUR APPLICATION'. The right one is titled 'Continue a saved application' and contains the text 'Already started an application? Log into the online application portal to submit your application and get ready to become the next member of the Wolf Pack.' and a button labeled 'CONTINUE YOUR APPLICATION'. At the very bottom, there is a section for 'Additional support resources' with links for 'MyNEVADA', 'NetID help guide', 'NSHE ID help guide', and 'IT support'.

Collegiate Academy  
Serving high school students across Nevada

APPLY | STUDENTS AND FAMILIES | TEACHERS AND SCHOOLS | MEET THE FACULTY | CONTACT

/ Collegiate Academy / Collegiate Academy applications

MENU

## Collegiate Academy applications

Students must attend a participating Collegiate Academy high school to be eligible for enrollment, and enrollment in Collegiate Academy courses is open to high school students who are current juniors and seniors.

Completing an application for admission to the Collegiate Academy only takes a few minutes of your time. The online application guides you step-by-step through the process and only requires basic information about you and your academic history. No essays or fees are required.

Once your application is accepted, your enrollment in the course(s) you are taking will be communicated to the University by your high school once you are added to the high school attendance roster by your school counselor. After you apply and activate your account using the instructions below, you are all set! Welcome to the Wolf Pack!

### Steps to create and submit your application for admission

- + Step one: Create your application account
- + Step two: Complete and submit your application for admission
- + Step three: Check confirmation emails for your NSHE ID
- + Step four: Activate your MyNEVADA account
- + Step five: Activate your NetID

#### Start your application

We're excited you're ready to join the Collegiate Academy. Start your application today.

START YOUR APPLICATION

#### Continue a saved application

Already started an application? Log into the online application portal to submit your application and get ready to become the next member of the Wolf Pack.

CONTINUE YOUR APPLICATION

Additional support resources

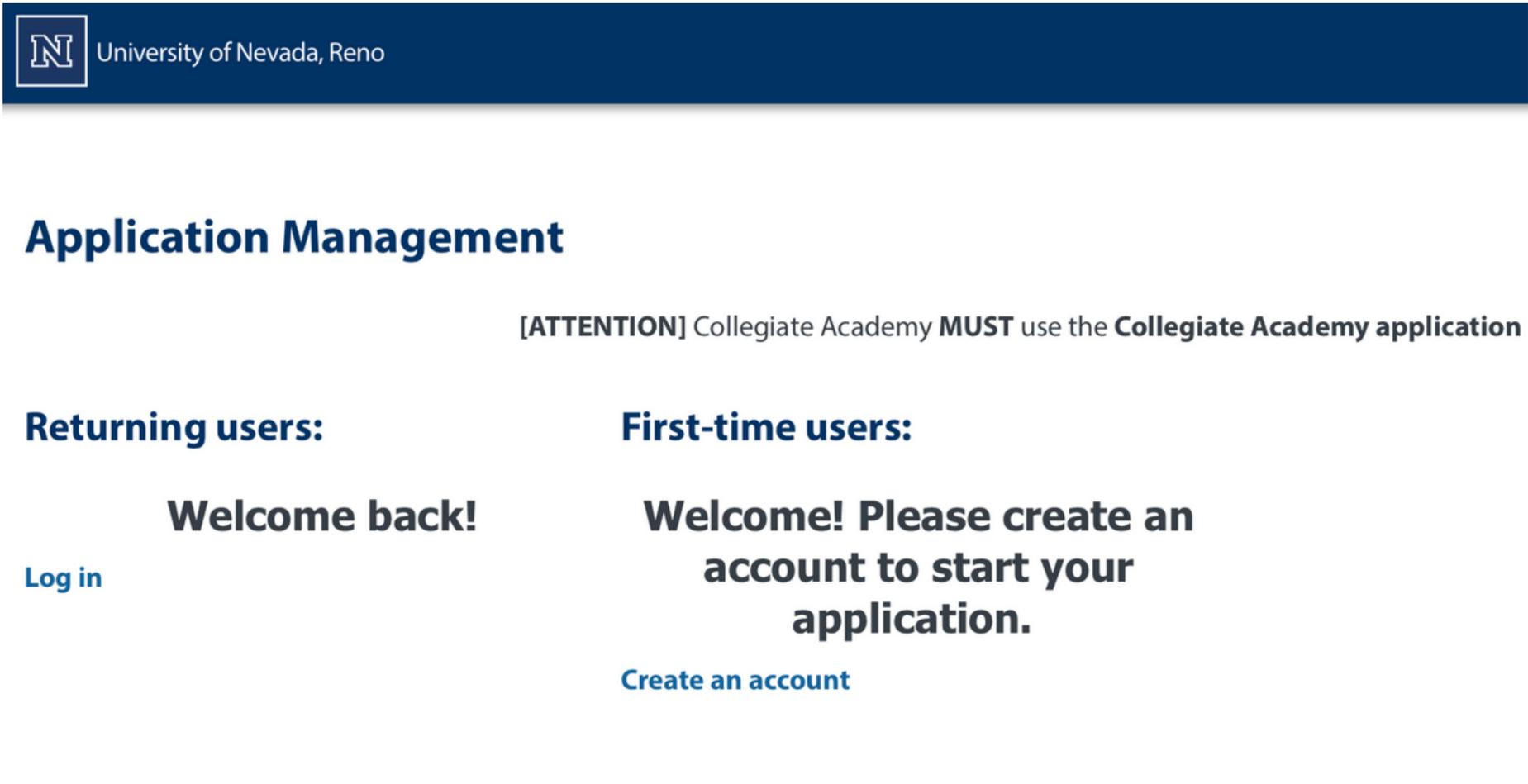
[MyNEVADA](#) | [NetID help guide](#) | [NSHE ID help guide](#) | [IT support](#)

# Specific Collegiate Academy Application

**The application for the Collegiate Academy is different than the typical degree-seeking application, so please check that you are now at this page.**

**The only reason to click “Log In” is if you started an application and did not get to finish it.**

**Everyone who has not taken a Collegiate Academy class needs to click “Create an account”.**



The screenshot shows the top of a web page with a dark blue header containing the University of Nevada, Reno logo and name. Below the header is a section titled "Application Management" in blue. A grey notice box contains the text "[ATTENTION] Collegiate Academy MUST use the Collegiate Academy application". Underneath, there are two columns of text. The left column is for "Returning users:" and includes the text "Welcome back!" and a blue link "Log in". The right column is for "First-time users:" and includes the text "Welcome! Please create an account to start your application." and a blue link "Create an account".

University of Nevada, Reno

## Application Management

[ATTENTION] Collegiate Academy MUST use the Collegiate Academy application

**Returning users:**

Welcome back!

[Log in](#)

**First-time users:**

Welcome! Please create an account to start your application.

[Create an account](#)

# Create Application Account

**Fill out an email address you check regularly, and that can receive outside emails;**

**Your legal first and last name;  
and birthdate.**

## START YOUR APPLICATION

### Submit your application in ten minutes!

Completing an application for admission to the University only takes a few minutes of your time. The online application guides you step-by-step through the process and only requires basic information about you and your academic history. No essays required.

- **Step 1.** Create your registration account
- **Step 2.** Select your application type (e.g., new freshman, transfer student)
- **Step 3.** Provide your personal information (e.g., address, contact information)
- **Step 4.** Provide your emergency contact information
- **Step 5.** Provide your academic history (e.g., high school(s)/college(s) attended)
- **Step 6.** Select a major of interest (e.g., anthropology, chemistry)
- **Step 7.** Provide an electronic signature
- **Step 8.** Verify information and submit application

### Step 1. Create your application account

After entering the required registration information, you will receive an automatic email with a temporary registration PIN. When you receive your PIN, you can complete the registration process that allows you to create a password and access your online application for admission.

Email Address	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Birthdate	<input type="text"/> <input type="text"/> <input type="text"/>

[Continue](#)

# Verify it's You

**A temporary pin will be sent to the email address you entered at the previous step- enter that PIN and your birthdate.**

**Click "Login"**

## Login

To continue your University of Nevada, Reno Admissions application, please login using your username and password below. To start a new University of Nevada, Reno Admissions application, please visit [this page](#) to create your Application account.

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email ewuesthoff@unr.edu [switch](#)  
Account Pack, Wolf  
Temporary PIN   
Birthdate

**Login**

-  Login with Google
-  Login with Facebook
-  Login with LinkedIn

# Set Application Portal Password

**Set a password that has:**

- **at least one letter**
- **at least one capital letter**
- **at least one number**
- **at least 12 characters**

**And that you will remember!**

**Click “Set Password”**

 University of Nevada, Reno

Wolf Pack [Logout](#)

## Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

**✗ At least one letter**  
**✗ At least one capital letter**  
**✗ At least one number**  
**✗ Be at least 12 characters**  
**✗ New passwords must match**

**Set Password**

# Start New Application

If for any reason you had already started an application, it would pop up here.

You should see a screen like this:

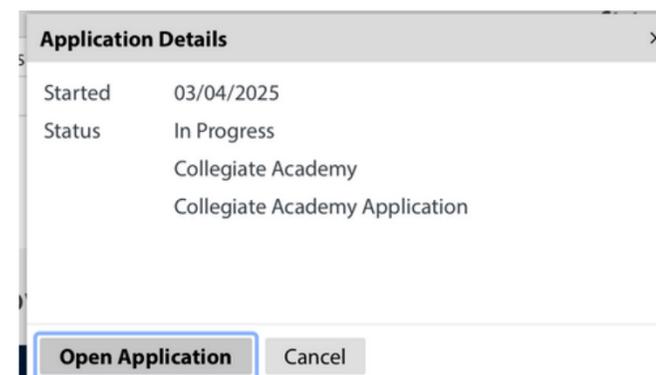
## Application Management

[ATTENTION] Collegiate Academy **MUST** use the **Collegiate Academy** application

Your Applications			
Type	Status	Started	Submitted
You have not yet started an application using this account.			

[Start New Application](#)

**Click “Start New Application” , then “Create Application” and then “Open Application”**



# Begin Applying!

**You should be at a screen that looks like this- select your starting term (everyone choose: **Fall 2025**), application type (everyone choose **Collegiate Academy**) and current class standing.**

**Then click “continue”**

Wolf Pack [Logout](#)

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[Signature](#)

[Review](#)

## Application Information



Select a term to begin courses

Fall 2025

Spring 2025

# Personal Background Section

Complete questions within the  
“Personal Background” section.

Click “continue” when complete.

This will bring you to another  
page of personal background,  
click “continue” when complete.

Wolf Pack Logout

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**Personal Background**  
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### Personal Background

When filling out the name section, please use your legal name. **DO NOT** include anything after the name in brackets, ex. [STUDENT].

**Name**

Prefix

First (Given)

Middle

Last (Family)

Suffix

Preferred First Name (if different from First Name)

Former Last Name or Maiden Name

**Addresses**

**Permanent Home Address**

Country

Street Address

City

State

Postal Code

**Mailing Address**

Same as Permanent Address

Country

Street Address

City

State

Postal Code

**Email Address**

Current Email  [Change Email](#)

**Contact Information - leave BLANK if not applicable**

Daytime

Home Phone

Mobile

**Biographical Information**

Sex

Birthdate

Birth Country

Birth City

Birth State

**Citizenship Information**

# Complete Academic History

**Click “Add School” and complete your high school information.**

**Please ensure your high school ID is correct as that is critical information.**

**When complete click “Save”**

Wolf Pack Logout

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## Academic History



Add graduating high school

School Name	School Type	Dates Attended
<a href="#">Add</a>		

**Edit School Information**

**NO ABBREVIATIONS:** Make sure to **CLICK** on the school and not press tab.

School Name

CEEB Code

Country

City

High School Student ID Number (required)

High School Start Date

High School Graduation Date

School Type

**Save** **Cancel**

University of Nevada, Reno  
1664 N. Virginia Street, Reno 89557  
(775) 784-1110

[University](#) [Employment & Careers](#)  
[Ability](#) [Privacy](#)  
[File IX](#) [Website Help](#)

# Add Emergency Contact

**Add an Emergency Contact's information and click "Continue"**

### Emergency Contact



Please complete all sections. A star or asterisk (\*) indicates a required field.

### Emergency Contact

First Name\*

Last Name\*

Mailing Address\*

Country

Street

City

State

Postal Code

Mobile Number (no dashes or parenthesis)\*

Email Address\*

Relationship to Applicant\*

**Continue**

# Electronically Sign

**Please carefully read and review the Applicant Certification and sign electronically on the line once you have reviewed and if you agree to the information stated on the page.**

**Click “Confirm”**

## Applicant Certification

By entering your signature below, you are acknowledging that you have read each statement and agree to the information below.

PLEASE NOTE: An individual who has attended other educational institutions may not disregard such records and make application on the basis of select college transcripts. An applicant who gains admission on the basis of incomplete or fraudulent credentials or misrepresentation in the Application for Undergraduate Admission and Scholarships shall have their admission and registration cancelled without refund of any fees, the total credits rescinded that have been earned following such admission, and future registration at the University prohibited.

- I certify the information provided on this application is accurate and correct and that I am eligible to participate in the Dual Enrollment Program.
- I accept complete responsibility for requesting that official transcripts of record be forwarded directly to the Office of Admissions and Records from each school attended, whether credit was earned or not, and fully understand that these transcripts are not returnable and cannot be reproduced.
- I authorize the University of Nevada, Reno, to request all of my secondary, post-secondary educational records, immunizations, and any other records deemed necessary for admission and enrollment at the university.
- I authorize the University to release my academic history at the University of Nevada, Reno, to all previously attended schools or colleges.
- I authorize the University to request transcripts from institutions where I am concurrently enrolled or have been enrolled subsequent to my first semester at the University of Nevada, Reno.
- I authorize the University to release information from this form and my academic history to any organization, agency, or individual that may be considering me for a scholarship. I agree to abide by all requirements of the donor(s) who may select me for an award(s).
- I agree to abide by the rules and regulations of the University of Nevada, Reno.
- I am applying to an institution that is a member of the Nevada System of Higher Education (NSHE) and will be issued one student identification number to be used at all NSHE institutions. Limited personal information is shared by NSHE institutions in accordance with NSHE policies governing the security and privacy of student information.
- I understand that I am applying as a non-degree seeking student in a Dual Enrollment Program at the University. If I desire to enroll as a degree-seeking student at the University, I will apply for admission as a regular student and must meet the University admission requirements.

By signing below, I agree to all of the information above.

NSHE and the University of Nevada, Reno, are committed to providing a place of work and learning free of discrimination on the basis of a person's age (*40 or older*), disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, color, or religion (*protected classes*).

The University of Nevada, Reno, does not discriminate on the basis of sex in any education program or activity that it operates. Non-discrimination on the basis of sex is mandated by Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 et seq.) and the corresponding implementation regulations (34 C.F.R. Part 106). The University's commitment to nondiscrimination in its education programs and activities extends to applicants for admission and employment. Inquiries concerning the application of these provisions may be referred to: Title IX Coordinator, University of Nevada, Reno, 1664 N. Virginia Street, Continuing Education Building, Room 206, m/s 158, Reno, Nevada 89557-0158, Telephone: (775) 784-1547; Email: [etlix@unr.edu](mailto:etlix@unr.edu); to The Assistant Secretary of the United States Department of Education, U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue, SW, Washington, D.C. 20202-1100; Telephone: 1-800-421-3481 FAX: 202-453-6012; TDD: 1-800-877-8339; Email: [OCR@ed.gov](mailto:OCR@ed.gov); or to both.

Information pertaining to the University's grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the University will respond can be found [here](#).

In place of your signature, please type your full legal name:

Confirm

# Review Application

**If any information is missing, it will indicate in this section. If you are satisfied with your application, click “Submit Application” and acknowledge that you can no longer make changes**

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Review

## Review

If you are satisfied with your application and are ready to submit it, click **Submit Application**.

**Submit Application**

Save for Later

Follow the University



# Congrats! You've Applied!

**You will then see the screen below confirming you have submitted your application. You will receive an email confirming your acceptance, and letting you know next steps. Be sure to be on the lookout for your NSHE ID!**

## Application Status for Wolf Pack

DUAL Fall 2025

If you need to contact us regarding your application, provide your name and this reference number: 017945759.

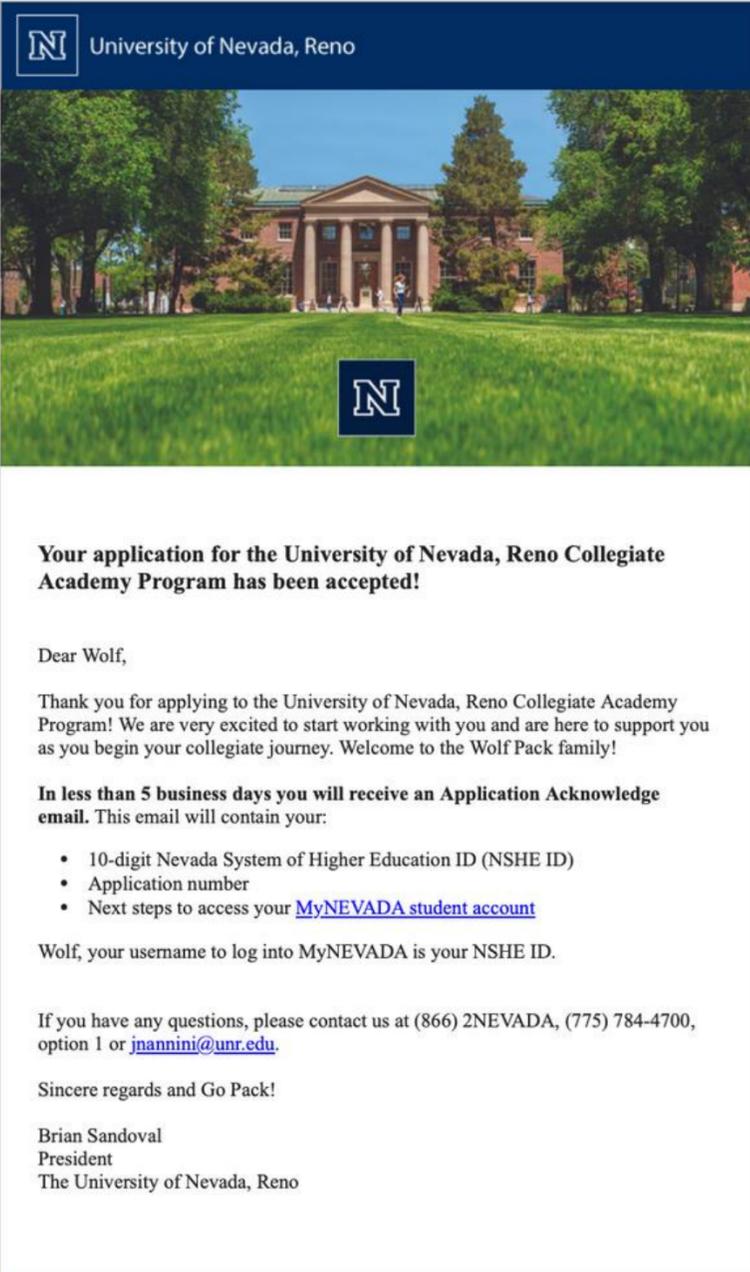
## Verify Address

We have your addresses listed as follows:

*Mailing Address*  
123 Wolf pack way  
reno, NV 89509  
United States

*Permanent Home Address*  
123 Wolf pack way  
reno, NV 89509  
United States

[Edit Addresses](#)



**University of Nevada, Reno**

**Your application for the University of Nevada, Reno Collegiate Academy Program has been accepted!**

Dear Wolf,

Thank you for applying to the University of Nevada, Reno Collegiate Academy Program! We are very excited to start working with you and are here to support you as you begin your collegiate journey. Welcome to the Wolf Pack family!

**In less than 5 business days you will receive an Application Acknowledge email.** This email will contain your:

- 10-digit Nevada System of Higher Education ID (NSHE ID)
- Application number
- Next steps to access your [MyNEVADA student account](#)

Wolf, your username to log into MyNEVADA is your NSHE ID.

If you have any questions, please contact us at (866) 2NEVADA, (775) 784-4700, option 1 or [jnannini@unr.edu](mailto:jnannini@unr.edu).

Sincere regards and Go Pack!

Brian Sandoval  
President  
The University of Nevada, Reno