## How to upload Supplemental Items & Documents to Application

• Once, you have submitted your application, you will be directed to the **My Account** page, which will show the current status of your Application.

| BATON | My Account MXCC                                  |                              |           |
|-------|--|------------------------------|-----------|
|       | Welcome Dual , get started:                      |                              |           |
|       | Application status Apply to another college      | Upcoming events              |           |
|       | Timis<br>Comming                                 | Rin Rin                      |           |
| X     | My Applications                                  | Create a New Application     | Submitted |
|       | APPLICATION                                      | STATUS ACTION                |           |
| ~     | CCP 2020-2021 - MCC - College Career<br>Pathways | Submitted                    |           |
| D.    |  | CHES<br>HOMENONIC THE SOURCE |           |

• Click on View (found below action) to go to Supplemental Items & Documents.

| USATON   | My Account                                       |                          |             |
|----------|--|--------------------------|-------------|
|          | Welcome Dual , get started:                      |                          |             |
|          | Application status Apply to another college      | Upcoming events          |             |
|          | Timis<br>Com                                     |                          |             |
| æ        | My Applications                                  | Create a New Application | Click: View |
|          | APPLICATION                                      | STATUS ACTION            |             |
|          | CCP 2020-2021 - MCC - College Career<br>Pathways | Submitted View           |             |
| <b>P</b> |  | CHES<br>MULTIC           |             |

• Click on Supplemental Items & Documents and upload required documentation

| 0  | CP 2020-2021                         | NVCC- NVCC- | N/A - NON  | DEG                         | REE/NON       |    |  |
|--|--------------------------------------|-------------|------------|-----------------------------|---------------|----|--|
| N  | 1ATRICULATED/College Career Pathways |             |            | Click on Supplemental Items |               |    |  |
| Re   | view Supplemental Items & Docu       | Iments      | - Commenty |                             | & Documen     | ts |  |
|  |                                      |             |            |                             | Times         |    |  |
|  |                                      |             |            | 🚔 Pr                        | rint          |    |  |
| Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question. Name |                                      |             |            |                             |               |    |  |
|  | Legal First Name *                   | Legal Last  | Name *     |                             | MUNITURE MANY |    |  |
| 1  | Dual                                 | Enrollmen   | t Test     |                             |               |    |  |
|  | Middle Name                          |             |            |                             |               |    |  |
| COLLE  | Preferred First Name                 | Former La   | ist Name   |                             | Hou           |    |  |

- You may upload the document(s) required on your application account and complete the required Recommendation Request:
  - High School completion options
    - Copy/Picture of high school diploma
    - Copy/Picture of High School Transcripts with gradation date
    - Copy/Picture of Completed college transcripts with gradation date (to use college transcript as completed education, you must have graduated from the institution)

## $\circ$ Immunization options

- Copy/Picture of immunization records from doctor with 2 Doses of MMRV
- Immunization sheet completed by doctor (must have doctors stamp or signature)

Click for form:

https://nv.edu/Portals/0/Documents/Admissions/ImmunizationForm.pdf

## • Unofficial College transcripts

- Copy/ Picture of unofficial college transcripts, with completed grades.
- SSN Election Form must be submitted if you did <u>NOT</u> provide a SSN on your application.
   You have three options to select on the SSN Election Form:
  - 1. To provide SSN
  - 2. To decline to provide SSN
  - 3. Do not have a SSN to provide