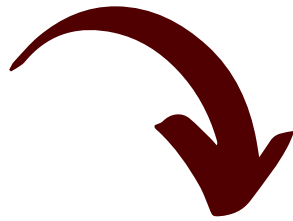


TEEX Vocational Program Registration Process

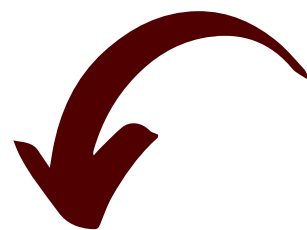
PARTICIPANT

- Please review the course description and TEEX Vocational Catalog to ensure you meet all enrollment requirements prior to beginning the application process
- **STOP** If you are applying to use Veterans Benefits or third party funding options affiliated with TEEX to pay your tuition, do not pay your application fee until you have been approved. If you pay your application fee prior to approval, you could be subject to losing the fee if you cannot be approved in time (takes at least 30 days). Contact the TEEX rep listed below for more information.
- **STOP** International participants must contact TEEX International Services (listed below) prior to paying your application fee.
- If you are self-pay, or have been approved by the VA or TEEX Third Party financial assistance program, begin the registration process by clicking the "Register" button on the course you would like to enroll
- You will create or update your TEEX Student Portal Account
- You will pay the \$75 Application fee (non-refundable, non transferrable).



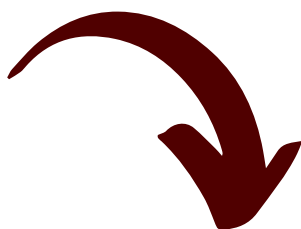
PARTICIPANT

- After paying the application fee, you will receive a confirmation email that includes instructions and a list of any required prerequisites
- You will upload prerequisites and your signed Enrollment Agreement to the TEEX Student Portal within required timeline as found in confirmation
- If using Veterans Benefits or third party funding options affiliated with TEEX, make sure you are meeting required paperwork deadlines to avoid losing your application fee.



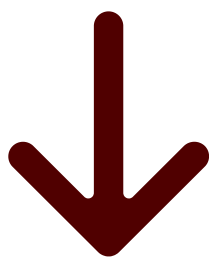
TEEX

- TEEX will review the documents you have uploaded and will contact you if you are missing information or do not upload the correct documentation.
- Once all documentation is approved, a TEEX rep will send you your signed copy of the Enrollment Agreement and instructions to complete the registration process
- If applicable, TEEX Veterans Services or Student Services representatives will work with you to coordinate your funding approval



PARTICIPANT

- Once you receive your signed Enrollment Agreement, you will complete the registration process by following the instructions provided by TEEX to pay your tuition (unless pending VA or third party financial assistance approval).



**YOU ARE NOW REGISTERED FOR
YOUR TEEX COURSE! WELCOME TO TEEX!**

Anytime you have questions about your course, contact the representative listed on the course description.

Veterans Benefits
VeteranServices@teex.tamu.edu
979-458-7796

Student Services (Funding Information)
Fundinginfo@teex.tamu.edu
979-458-4365

International Services
InternationalStudents@teex.tamu.edu
979-458-4365

Disability Accommodations
StudentServices@teex.tamu.edu
teex.org/disability-accommodations/