

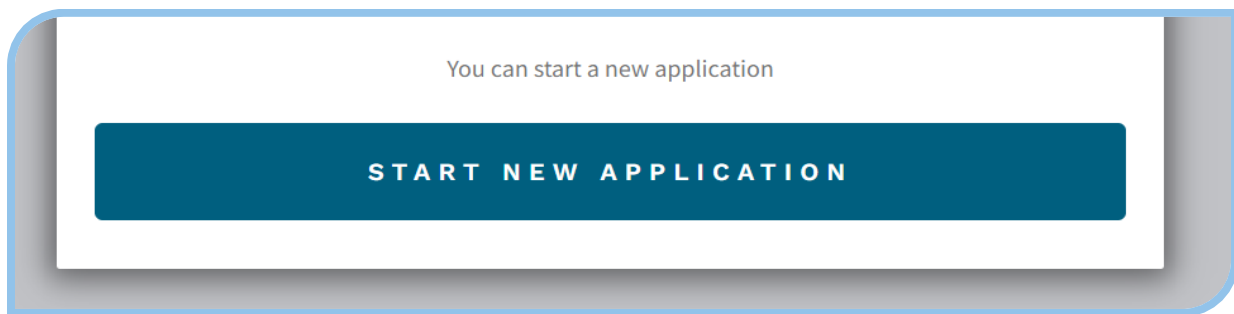
Step by Step Instructional Guide for

General Application

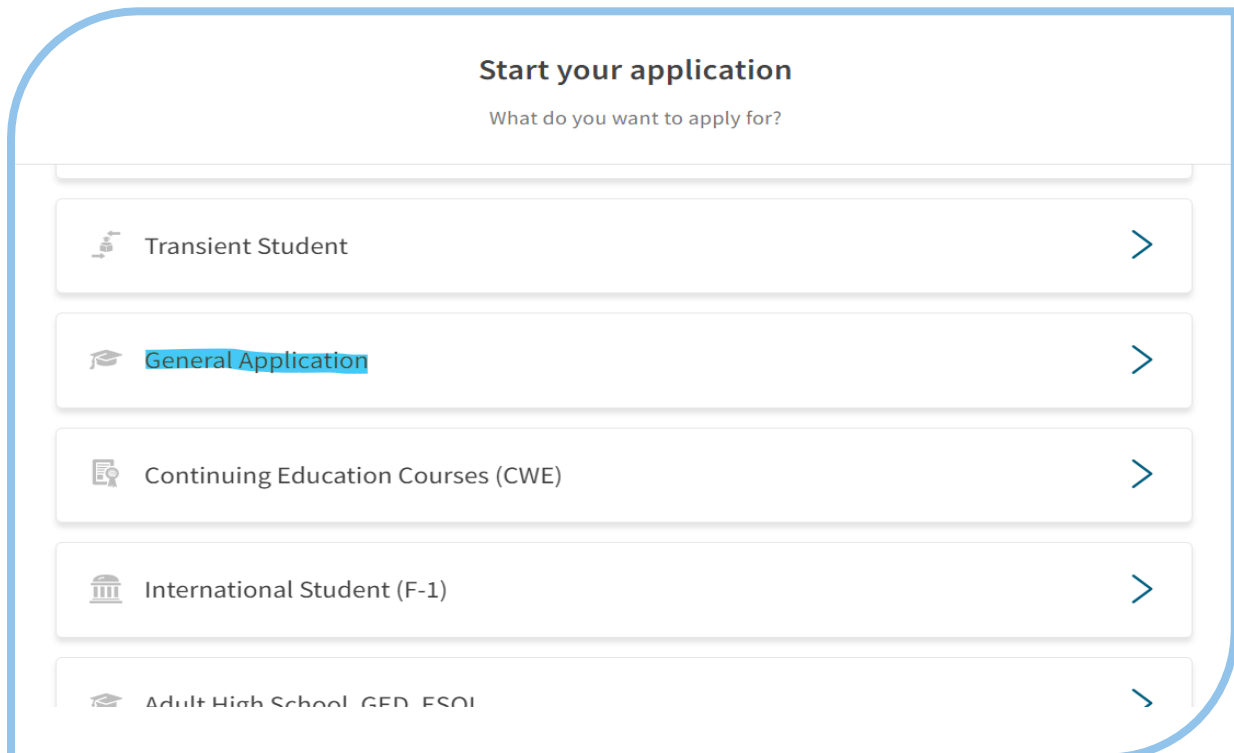
1. Navigate back to: <https://apply.fscj.edu/> in your web browser.

It will show you a list of the applications you have already submitted.

2. Next: Click on the **Start New Application** button.



3. Next: Click on **General Application**.



3. Please enter the Term: select the earliest Term possible.

Start New Application

If you will be studying with us under an F-1 visa, please fill out our [International Application](#).

* When do you want to start classes?

Summer 2024

Click the [Academic Calendar](#) for specific start dates.

- **Spring: January - May**
- **Summer: May - August**
- **Fall: August - December**

EDUCATIONAL GOAL OPTIONS

Associate in Arts Degree (A.A.) is a two-year program for students interested in continuing into one of FSCJ's bachelor's programs or transferring to one of Florida's many public colleges or universities.

Associate in Science Degree (A.S.) is a two-year program to prepare you for immediate employment in a chosen career upon graduation or to help you seamlessly transition into a bachelor's program at FSCJ.

START

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

4. Before clicking **START**: Scroll down and then enter *Career Certificate* under “What’s your educational goal?”

Then under Program of Study *select the program* you would like to enter.

Please be aware of the program you are entering. You must apply for the correct program for your application to be pushed through to the next step.

Select: “Florida Law Enforcement Academy (C.C.)” For **Police** Officer.

PLEASE BE SURE YOU **DO NOT** SELECT THE PART TIME OPTION; THIS IS FOR NIGHT CLASSES ONLY.

Start New Application

K-12 Teacher Certification Programs include the Educator Preparation Institute (EPI) for baccalaureate degree holders in fields outside of education who want to earn their Florida Professional Certification to teach in a K-12 classroom and a non-degree re-certification opportunity for current K-12 teachers.

Non-Degree is for individuals that want to take college credit courses without pursuing a degree.

If you plan to use financial aid to pay for your courses, please review the program webpage before selecting a major. Non-degree seeking programs and some short-term programs are not eligible for financial aid.

* What's your educational goal at FSCJ?
Career Certificate

* Program of Study
Florida Law Enforcement Academy (C.C.)

* Important Note: This program of study is selective or limited access. The program has specific admission requirements which may include prerequisite coursework and completing an additional application prior to the published deadline. We encourage you to visit the program web page to learn more about these requirements.

5. Next: Click the **START** button.

6. Next: This will bring you to the application Dashboard: You may click **Continue Application** here.

The screenshot shows the 'General Application' dashboard for the Florida State College at Jacksonville. The top header includes the FSCJ logo and the text 'General Application' with a dropdown arrow. Below this, it says 'FLORIDA LAW ENFORCEMENT ACADEMY (C.C.) - SUMMER 2024'. The main content area has a large 'Hello,' followed by a redacted name. Below the greeting, a message states: 'Your application is automatically saved as you work on it, so don't worry about losing anything. If you don't finish now, just come back and pick up where you left off.' A prominent blue button labeled 'CONTINUE APPLICATION' is centered below the message. On the left side, there is a vertical sidebar titled 'APPLICATION PROGRESS (80%)' which lists the following steps: 1. Biographical & Contact Information, 2. Demographic & Citizenship Information, 3. Additional Information, 4. High School, 5. College, 6. Emergency Contact, 7. Safety Information, 8. Confirm Application Term and Major, 9. Submit Application, and a 'Preview Application' button at the bottom. The progress bar indicates that steps 1 through 7 are completed. At the bottom of the dashboard, there is a footer with the college's name, a statement on 'Equal Access / Equal Opportunity | Disclaimer | Accreditation', and links for 'Privacy Policy' and 'Help'.

6a. Please enter all of the required information and then click on the **GO TO NEXT STEP→** button.

6b. Please answer the prompts under **Demographic & Citizenship Information** and then click the **GO TO NEXT STEP→** button

6c. Please answer the prompts under **Additional Information** and then click on the **GO TO NEXT STEP→** button.

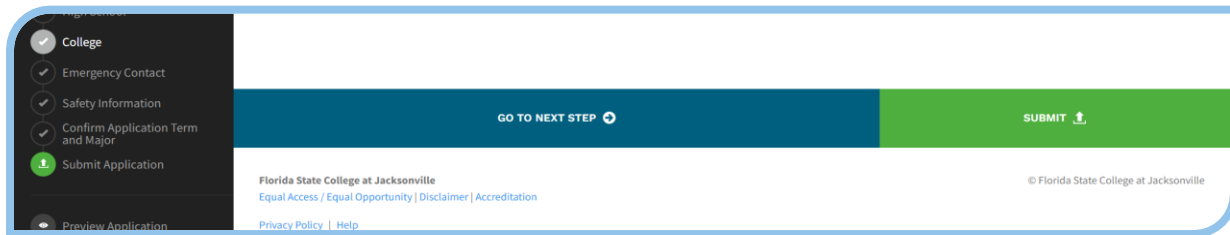
6d. Please enter your High School Information in the **High school** tab, and then click on the **GO TO NEXT STEP→** button.

6e. You may then enter information in the **College, Emergency Contact,** and **Safety Information** tabs.

This screenshot shows a close-up of the application progress bar. The bar is a horizontal line with a dark blue background. On the left side, there is a vertical sidebar with the following steps: 1. Confirm Term and Program, 2. Submit Application, and a 'Preview Application' button at the bottom. The progress bar indicates that steps 1 through 7 are completed. A prominent blue button labeled 'GO TO NEXT STEP →' is centered on the bar. At the bottom of the bar, there is a footer with the college's name, a statement on 'Equal Access / Equal Opportunity | Disclaimer | Accreditation', and links for 'Privacy Policy' and 'Help'.

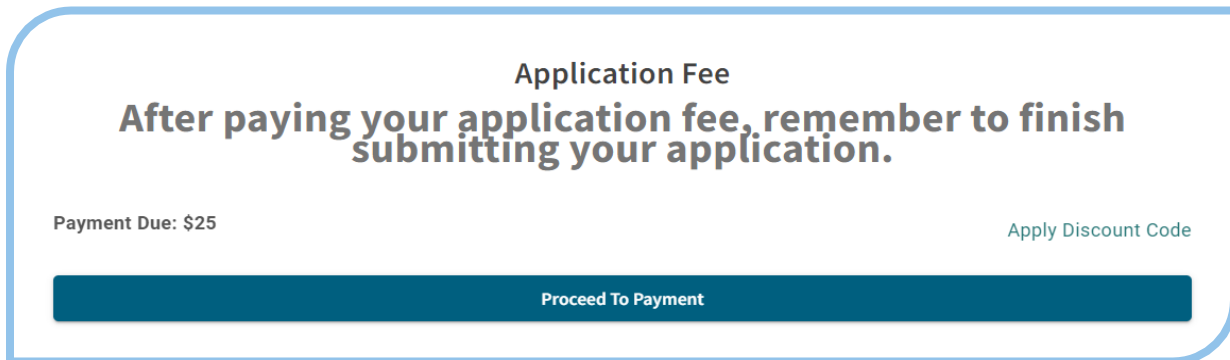
If you already entered your *Application Term* and *Major*, you may click **Submit**, but if not, you can enter them here.

7. Click on the **SUBMIT** button.



The screenshot shows a web application interface. On the left is a dark sidebar with a list of steps: College (checked), Emergency Contact (checked), Safety Information (checked), Confirm Application Term and Major (checked), Submit Application (highlighted with a green circle and a downward arrow), and Preview Application (disabled). The main content area has a blue header with 'GO TO NEXT STEP' and a green button labeled 'SUBMIT' with a downward arrow. Below the header, it says 'Florida State College at Jacksonville' and 'Equal Access / Equal Opportunity | Disclaimer | Accreditation'. At the bottom right, it says '© Florida State College at Jacksonville'.

You will be prompted to pay an application fee to enter the program. Please submit the payment of \$25.00 to continue with your application process.



The screenshot shows a payment screen titled 'Application Fee'. The main text reads: 'After paying your application fee, remember to finish submitting your application.' Below this, it says 'Payment Due: \$25' and 'Apply Discount Code'. At the bottom is a large blue button labeled 'Proceed To Payment'.

Note: You will only need to submit one payment of \$25.00 per **clock** hour program. If you have already applied for a different **clock** hour program with FSCJ in the past, and paid an application fee, you will not need to pay for a second application fee. If you have already submitted an application with FSCJ for a **credit** hour program in the past, you will still need to submit payment for the application fee, as there are separate application fees for **credit** and **clock** hour programs.

8. Next: Make sure to click the **SUBMIT** button again.

Be sure to read and monitor your emails carefully for next steps, as we will communicate with you directly for any additional actions we may need you to take to complete your enrollment into the program.