

Gulf Coast State College

Application for Admissions - Student Tutorial

- Applications are completed online from the GCSC website - <https://www.gulfcoast.edu/>
- Applications are processed by the Enrollment Services office (ext. 3892)
- You will need the information on slide #2 to complete the application
- Allow 2-3 business days for processing
- There is a non-refundable \$20.00 application fee for new students
- Returning students, have not attended GCSC within the last 12 months, must reapply online and pay the \$10 reapplication fee
- Applicants must establish Florida residency to be eligible for in-state tuition; see ways to establish residency at the ECE Website <https://www.gulfcoast.edu/current-students/academic-divisions/social-sciences/early-childhood-education/studentresources.html>
- Official high school transcripts must be sent to GCSC at <https://www.gulfcoast.edu/admissions/transcripts.html>, click on INCOMING TRANSCRIPT REQUEST TO GCSC
- When the application is complete and submitted, your Student ID will be emailed to your personal email (Example of student ID: A00123456), along with your GCSC email, and instructions about how to log on to myGCSC and Lighthouse
- The Student ID number is needed for course registration



Gulf Coast State College

Application for Admissions - Student Tutorial

Sections to be completed on the GCSC application

1. Your name
2. Permanent address and phone number
3. Mailing address
4. Provide personal information
 - Social Security Number
 - Date of Birth
 - Dependency Status
 - Email, etc.
5. Provide test Scores (You can skip this section if not applicable)
6. What do you wish to Study? (Pick from the following)
 - FCCP-CT (FCCPC Credential)
 - EEC-AS (Early Childhood Education – Associate of Science)
7. For Non US Citizens Only (You can skip this section if not applicable)
8. Proof of Residency (at least 2 from below)
 - Florida Driver's License
 - Florida Vehicle Registration
 - Florida Voter Identification
 - Proof of employment for 12 months
 - Proof of permanent home in Florida
 - Proof of homestead exemption in Florida
 - If the above documents are not available, please contact the Office of Enrollment Services @ 769-1551, ext. 3892 and/or see the ECE Website
9. High School/GED/Home School (graduation/completion information)
10. Verification & Signature Page
11. Pay Application Fee

For registration assistance contact:

Teresa Salter

Assistant Academic Program Coordinator

tsalter@gulfcoast.edu

Phone: 850-769-1551, extension 3393



Students have two options for completing the GCSC application:

1. The student can complete the online application
2. The student can come to the College and fill out a paper form

In-Person Student Application:

Complete the application for admission to GCSC in person, on the Panama City Campus, at the Office of Enrollment Services. Go to the Business Office and pay the \$20.00 fee; return to Enrollment Services and receive your Student ID.

Online Student Application:

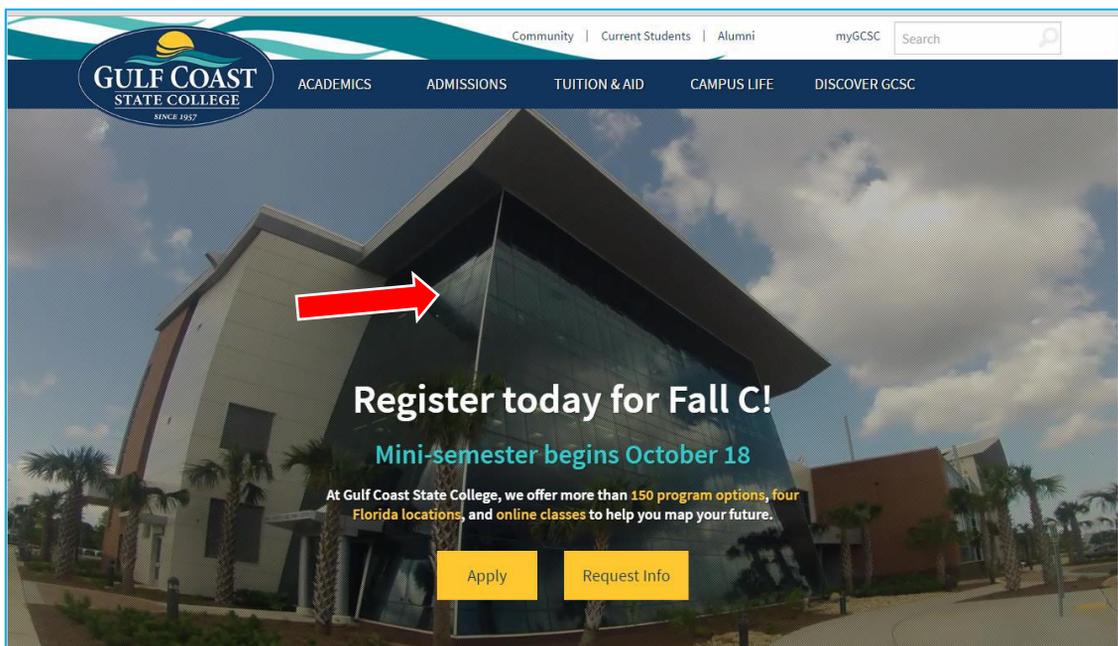
These instructions are for a “First Time in College Student”

IMPORTANT: YOU MUST USE CHROME TO PULL UP THE WEBPAGE

To apply to the College

Go to the GCSC website www.gulfcoast.edu

Click on the “Apply” icon



This will take you to the Admissions Application page

Select your type of application

Community | Current Students | Alumni myGCSC Search

GULF COAST STATE COLLEGE SINCE 1957

ACADEMICS ADMISSIONS TUITION & AID CAMPUS LIFE DISCOVER GCSC

ADMISSIONS APPLICATION

GULF COAST STATE COLLEGE HOME > ADMISSIONS > ADMISSIONS APPLICATION

ADMISSIONS APPLICATION

Apply Now! **APPLY**

Registration

Welcome Center

Admission Steps

New Student Orientation

Transcripts

Center for Advising and Success

Testing Services

Dual Enrollment

Enrollment and Degree Verification

Academic Calendar

FERPA

Residency

Student Handbook

GCSC Catalog

Advising

Gulf Coast State College is an "open door" institution. So if you possess a standard high school diploma or the equivalent (a state-issued equivalency certificate or diploma) **apply** today. State law establishes certain minimum requirements for admission to academic courses. These requirements ensure, as far as possible, that students will be successful in their academic work. **If you require assistance due to a disability, please contact Student Accessibility Resources at 850-747-3243 or SAR@gulfcoast.edu.**

FIRST TIME IN COLLEGE STUDENT	+
RETURNING STUDENT TO GULF COAST STATE COLLEGE	+
TRANSFER STUDENT TO GULF COAST STATE COLLEGE	+
TRANSIENT STUDENT TO GULF COAST STATE COLLEGE	+
NON-DEGREE SEEKING STUDENT	+
BACHELOR DEGREE STUDENT	+
INTERNATIONAL STUDENT	+
EPI STUDENT	+

Click + to expand window

Click on "First Time in College Student"

ADMISSIONS APPLICATION

Apply Now! APPLY

Registration

Welcome Center

Admission Steps

New Student Orientation ▾

Transcripts

Center for Advising and Success ▾

Testing Services ▾

Dual Enrollment

Enrollment and Degree Verification

Academic Calendar ▾

FERPA

Residency

Student Handbook

GCSC Catalog ▾

Advising

Course Search

Military/Veteran Services ▾

Student IDs and Parking ▾

Student Email

Request Info

Admission Forms

ADMISSIONS APPLICATION

Gulf Coast State College is an "open door" institution. So if you possess a standard high school diploma or the equivalent (a state-issued equivalency certificate or diploma) apply today. State law establishes certain minimum requirements for admission to academic courses. These requirements ensure, as far as possible, that students will be successful in their academic work. **If you require assistance due to a disability, please contact Student Accessibility Resources at 850-747-3243 or SAR@gulfcoast.edu.**

FIRST TIME IN COLLEGE STUDENT -

 [FIRST TIME IN COLLEGE STUDENT](#)



GCSC is the first college/university you will attend. You have not attended any other college/university OR you were previously dual enrolled at GCSC while in high school.

Students who meet one of the following requirements may enroll in Associate in Arts degree, Associate in Science degree, or certificate programs.

- Students who graduated with a Standard High School Diploma, an equivalency diploma (GED), a certificate of completion, CPT eligible, or previously demonstrated competency in college credit post secondary course work.
- Students who are home educated, with a signed affidavit submitted by the student's parent or legal guardian attesting that the student has completed a home education program pursuant to the requirements of s. 1002.41.
- Students are provisionally admitted on the basis of their application. Graduation status must be officially verified within the student's first term of enrollment.
- Special diplomas and certificates of attendance are not accepted for admission into degree or certificate programs

RETURNING STUDENT TO GULF COAST STATE COLLEGE +

TRANSFER STUDENT TO GULF COAST STATE COLLEGE +

TRANSIENT STUDENT TO GULF COAST STATE COLLEGE +

NON-DEGREE SEEKING STUDENT +

This takes you to the Lighthouse page
Go to the bottom of the page

LIGHTHOUSE Sign In | Help



ADMISSIONS LOGIN

Important—Please read before Proceeding: Welcome to the Gulf Coast State College Online Application. Please allow 2-3 business days for processing. Admissions Applications are required for students that have NEVER attended AND for those students that have not attended GCSC within the last 12 months. In order for your application to be processed, there is a non-refundable application fee of \$20.00 for new students. GCSC accepts VISA and MasterCard as well as debit cards.

If you would like to apply for a Bachelors' Degree program and you have an ACTIVE admission application (you have attended GCSC within the last 12 months), you can change your degree program by visiting an Enrollment Services Office to declare the bachelors' degree. **IMPORTANT:** Bachelor Degree programs require the student to have earned an Associate in Arts degree or an Associate in Science degree for acceptance.

International Students non-refundable application fee is \$40.00.

Transient students from Florida public Institutions should apply for admission through www.floridashines.org

[Click HERE for a description of our application types.](#)

You may begin the application process and return later to complete the application or pay the fee. Incomplete applications will be removed from the system 30 days after you create your initial login.

- If you are a FIRST-TIME USER, please scroll to the bottom of this page and select the "FIRST TIME USER ACCOUNT CREATION" link.

- If you are a student applying as a RETURNING STUDENT (RE-ADMIT), please select the "FIRST TIME USER ACCOUNT CREATION" link below.

If you have any problems or need assistance, please contact Enrollment Services at (850) 872-3892.

Login ID:
PIN:

[First time user account creation](#)  **Click on "First Time user account creation"**
[Return to Lighthouse Homepage](#)

This takes you to the Admissions Login-New User

You will need to create a Login ID

Create a PIN

Verify PIN



Your Login ID can be anything you pick

Must be 6 characters and not more than 16 characters

Example: juliedoe



Your PIN is your birthday

Example: your birthday is December 1, 1993-you enter 120193

Admissions Login - New User

[Home](#)

Please create a Login ID and PIN. Your Login ID can be up to nine alphanumeric characters. Your PIN must be six numbers. Enter your PIN again to verify it and then select Login. Your Login ID and PIN will be saved.

Please record your Login ID and PIN for future reference. You will need this information if you wish to return to the application or if you are timed out while completing the application. After you have recorded this information, click Login.

Your PIN can be up to 16 alphanumeric characters. Minimum 6 alphanumeric characters are required. At least one numeric character must be in the PIN. Enter your PIN again to verify it and then select Login. Your Login ID and PIN will be saved.

Create a Login ID:

Create a PIN:

Verify PIN:

Login

[Return to Homepage](#)



When your information is entered, click "Login"

This takes you to the “Select an Application Type” page

LIGHTHOUSE Sign Out | Help

Select an Application Type

Home

To Apply for Admissions, first select the Application Type you want to complete

READMISSION: Applications are only required if you have not been enrolled at GCSC within the last 12 months.

If you are unsure which application type to choose, please [click here](#) for a description of available types to get a description of each type.

Please select the drop down arrow below to select the appropriate admissions application. If you submit the wrong admissions application, you will be asked to submit the appropriate admissions application and you must pay the non-refundable application again.

Application Type: First Time in College-New

Continue Return to Homepage

Click on “Continue” for First Time in College-New

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This takes you to the “Apply for Admissions” page

Apply for Admissions

Home

Select the term you want to apply for. (Future terms will be available at a later time).

Please provide your full legal name using a mixture of UPPER and LOWER case letters for official college documentation.

When you are finished, click **FILL OUT APPLICATION** to continue the process.

* - indicates a required field.

Application Type: First Time in College-New

Admission Term:* Select...

First Name:* Julie

Middle Name:

Last Name:* Doe

Fill Out Application

[Return to Application Menu](#)

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Make sure you select your term by clicking the dropdown menu

Click “Fill out Application”

* - indicates a required field.

Application Type: First Time in College-New

Admission Term:* Select...

First Name:* Select...

Middle Name:

Last Name:*

- Fall 2017 Aug 21, 2017 - Dec 15, 2017
- Spring 2018 Jan 05, 2018 - May 04, 2018
- Summer 2018 May 09, 2018 - Aug 02, 2018

This takes you to the “Application Checklist” page
Click on each section and fill out all the information



Make sure all your information is accurate
Your Student ID will be emailed to your personal email
Example of student ID: A00123456

Important -- keep this ID, this is how you will register for classes

Application Checklist

Home

Fill out the application. A checklist is provided to help you complete it. You can complete each section in any order you wish.

Select Application is Complete when you have completed the application. Select Finish Later if you would like to finish your application later.

- Enter Your Name
- Permanent Address and Phone
- Mailing Address and Phone
- Provide Personal Information
- Provide Your Test Scores
- What Do You Wish To Study?
- For Non US Citizens Only
- Provide Residency Information
- High School/GED/Home School
- Verification & Signature Page
- Pay Application Fee

Application is Complete Finish Later

Email: [redacted] Admissions Office

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Click on each section
and fill out information
and pay the application fee

When you are finished
Click “Application is Complete”
You will not be able to access this area again



Once you receive your student ID (A number) you should go to Lighthouse, sign on and set your password
Then you can sign on to Lighthouse and check your status

The screenshot displays the Lighthouse system interface for a student. At the top, the 'LIGHTHOUSE' logo is visible on the left, and 'Sign Out' and 'Help' links are on the right. Below the logo is a 'Browse' button. The main heading reads 'Welcome Student Name to the GCSC Lighthouse System!' with a search bar on the right. A breadcrumb trail shows 'Home > Student'. A horizontal navigation bar contains buttons for 'Personal Information', 'Student', 'Financial Aid', 'Faculty Services', 'Employee', and 'Finance'. The 'Student' button is highlighted. Below this is a grid of service tiles:

Admissions Review Existing Applications	Registration Check your registration status, check your holds, and add or drop classes	Student Records View your holds, grades, transcripts, degree evaluations and enrollment verifications	Student Account View your account summaries, statement/payment history and tax information
Student Training Links to GCSC Training Options	Foundation Scholarships Apply for GCSC Foundation scholarships	Surveys, Polls and Elections	

A red arrow points to the 'Registration' tile. At the bottom of the page, there is a copyright notice: '© 2018 Ellucian Company L.P. and its affiliates.' and a version number 'RELEASE: 8.8.1'. The footer contains the GCSC logo and a statement: 'Gulf Coast State College is committed to equal access/equal opportunity in its programs, activities and employment. For additional information, visit www.gulfcoast.edu/equity.' The page is zoomed to 100%.