

How to Apply Guide

Fall 2026

- Visit www.stevenscollege.edu.
- Select “Apply” from the far-right hand side.



We encourage all potential applicants to read through our application requirements prior to submitting their fall 2026 application.

- To access the application, select “Online Application”.

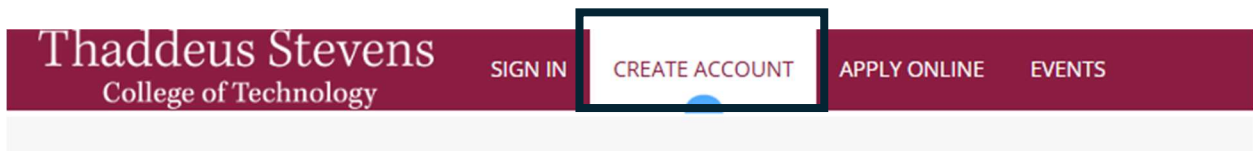
Application Steps

The following items are required for each applicant.

Note that these applications are for attending a two-year degree or a certificate program at Thaddeus Stevens College of Technology, not for attending a short-term or professional development skills training at the Workforce & Economic Development Center.

1. [Online Application](#)
2. \$45 application fee

If this is your first time applying to Thaddeus Stevens College, please select “Create Account” from the options at the top of the page.



If this is not your first time applying to Thaddeus Stevens College, please select “Sign In” and use your previously created log in credentials which would have been created during the first time you applied.

- Should you have questions about those credentials, please contact the admissions team at admissions@stevenscollege.edu

- We ask that the applicant applying for the fall of 2026 complete the required information.
- Once all the required information is filled out, please hit submit to begin the fall 2026 application.
- On the next page, please select “Create a New Application”.

My Applications

You do not currently have any applications.

Create a New Application

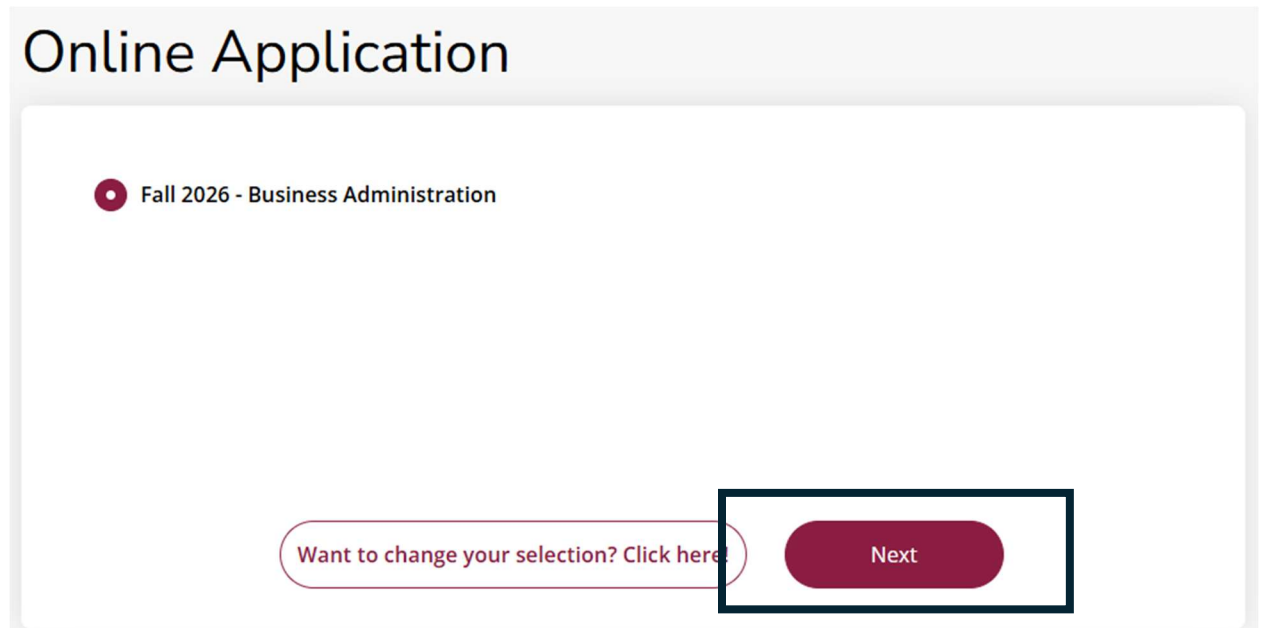
- On the next page, please select “Start a new Undergraduate Application”.

Application Listing

This application is for students interested in our Certificate and Associate degree programs.

Start a new Undergraduate Application

- On the next page, confirm your major of choice and select “Next”.



Online Application

● Fall 2026 - Business Administration

Want to change your selection? Click here.

Next

- You have now reached the first page of the fall 2026 application.
- Please work through all the tabs and complete the required fields.
 - *Required fields are indicated by a red Asterix.*
- Once you complete all the tabs and all the required fields, you will review your application prior to submission.
- If all the information is correct, please select “Submit Application”



Edit Application

Submit Application

- You will then be prompted to our payment page.
 - *The application fee is \$45.*
 - *This application fee is non-refundable.*

- Those looking to make an online payment, will select “Make Online Payment”.

Order Summary

DESCRIPTION	TOTAL
Undergrad Application	\$45.00
<div> <div>Enter a promo code:</div> <input type="text"/> <input type="button" value="Apply"/> </div>	
Subtotal:	\$45.00
Discount:	\$0.00
Total:	\$45.00

- You will then be prompted to put in your credit card information.

Important Information

Payment Method

Confirmation

Transaction

CRM Payment

Amount

\$45.00

Card Information

Card number

- Enter your credit card information and review the information to ensure its accuracy.
- Select continue at the bottom of the confirmation page.
- Successful submission of the fall 2026 application will then populate.

Your application has been submitted!

Thank you for your payment. Your application has been submitted!
 Authorization Number: 131617

[Click to check your application status](#)

- **For those utilizing an application fee waiver code...**
- Application fee waiver request forms can be accessed via our [website](#).
- Forms should be completed by the applicant and high school counselor or agency contact and submitted to admissions@stevenscollege.edu
- Upon review, the admissions team will send the waiver code to the applicant, via the email listed on the request form.
- Those utilizing a waiver code will then need to re-access their fall 2026 application to enter the promo code and continue the submission process.
- Waiver codes will be entered into the promo code section on the payment page.

Order Summary

DESCRIPTION	TOTAL
Undergrad Application	\$45.00
Subtotal: \$45.00	
Discount: \$0.00	
Total: \$45.00	

Enter a promo code:

- When the promo code has been entered, please select “apply” so the code can be applied and total reduced to \$0.