



Student Quick Guide – Creating a FREE Admission Application

Click on the blue "Apply Now" link from the application web page or go to the Tk20 login page at: <https://southernct.tk20.com>

You need to create a free Tk20 Admissions account (not the same as a purchased student account)

1. At the bottom of the login page, click on **Admissions** and
2. **"Click here to create your account"**

1. 2.

Username

Password

LOG INTO YOUR ACCOUNT →

[forgot your username or password?](#)
[Click here to purchase or register your student account.](#)

Resources

Welcome to Tk20 at Southern Connecticut State University!



Graphite, the newest version of Tk20, is here.
The look is new but the steps are the same, and your username and password remain the same.

For questions regarding this system, please contact your system administrator.

Administrator: User Support
Email: tk20support@southernct.edu
Phone:

Admissions

Username

Password

LOG INTO YOUR ACCOUNT →

[forgot your username or password?](#)
[Click here to purchase or register your student account.](#)

Resources

Admissions

Please contact: tk20support@southernct.edu if you need help with your account.

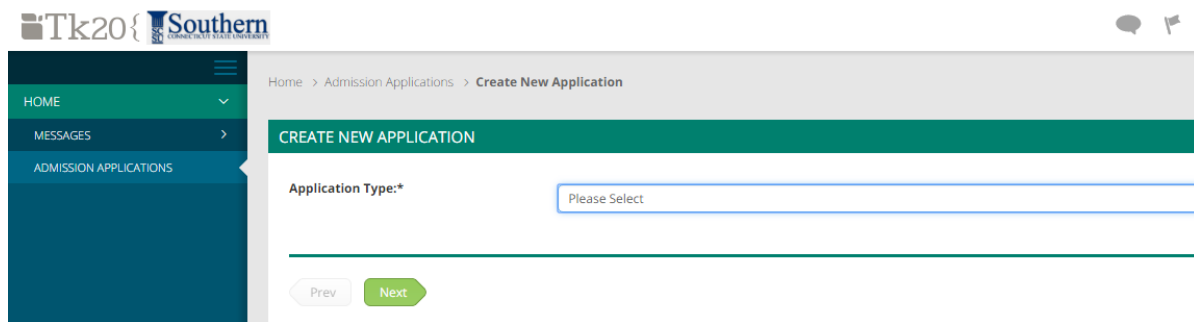
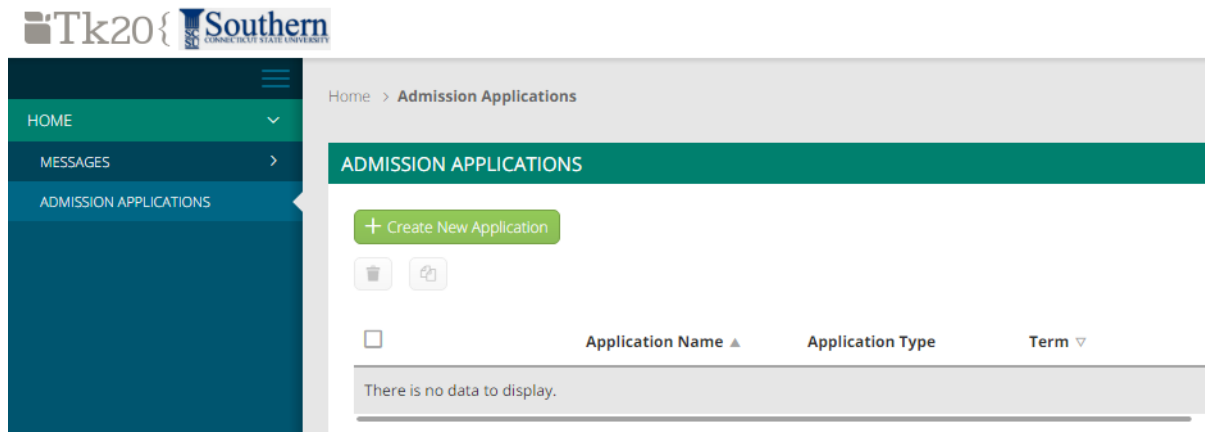
[Click here to create your account.](#)

Create an Applicant Account

- Create an applicant account by completing the form shown and click on the green **"Submit"** button at the bottom of the page.
- You will be given a username on the following screen. **Write down your username and password.** Return to the Login page and login with the username and the password you just created.

Create an Application

- Click on the green **+ Create New Application** button and click **Please Select** in the drop-down box.
- Select application for the program you are applying for and click on the green **Next** button.



- There is no Checklist to be completed, so click on the green **Next** button again.
- Complete the application. Any fields with an asterisk (*) must be filled in before you submit.
- To attach a file click on the **Select Files** button to search for file(s) on your computer.
- You do not have to complete the application at one time. You can save your work and return to it at a later time. There is a **Save** button at the bottom of the application.
- When the application is complete, click on the green **Create** button at the bottom of the page to submit your application for final review.

Return to a Saved Application

- Click on **ADMISSION APPLICATIONS** in the left side menu to display a list of all application forms you have created.
- Click the blue name of the application you wish to edit.

Recall a Submitted Application

If you need to make a change to a submitted application, you can recall it until it enters the review stage and is locked by a reviewer.

- Click on **ADMISSION APPLICATIONS** in the left side menu to display a list of all application forms you have created.
- Click the blue name of the application you wish to recall.
- Click the **Recall** button in the top right-hand corner of the page to re-open the application.

Help Resources: Please email any questions you have to: tk20support@southernct.edu

Instructions for Submitting an Application

Remember that the application MUST be submitted electronically! Please follow the information below to submit your ESS admission application electronically:

1. Once you have created your free Tk20 account, you can create a new application. From the drop-down list of applications, the application you want is called **“Exercise and Sport Science undergraduate program application”**. Once you access this, there are fields to upload the materials of your application:
 - **Personal essay** highlighting your short- and long-term academic and professional goals, a brief story of how you became interested in the field, and a statement justifying why you are deserving to be accepted into the Exercise and Sports Science professional program.
 - **Professional resume**
 - **Transcripts** (from SCSU and any transferred institutions)

Please note that the 2 letters of recommendation are the only items you will not upload into Tk20. You must have them emailed directly to Dr. Lunn at lunnw1@southernct.edu.

Remember to actually **Submit** the Tk20 form once you have uploaded and entered all required information., including your preferred interview times.

Be aware of the due dates and times: **typically, March 1, 5:00pm ET for spring applications, and October 1, 5:00pm ET for fall applications.** You will NOT be able to submit an application after that time!

Note that if March 1 or October 1 falls on a weekend, the due date will be extended to the following Monday.

***** If you miss the application deadline, and there is not a legitimate, documented reason, you must wait until the next semester to apply. There are no exceptions.**