

# 6 Steps to Application Completion

1

Choose your application by clicking the appropriate age category then move to **Step 2**.

**Application for Ages 14-15** 

**Application for** Ages 16-17

Application for Ages 18-22

2

### Create a username and password.

**TIP:** Document your username and password for future reference.

3

## Complete each screen on the application in its entirety.

**TIP:** Click *SAVE* after each section. The application can be completed later, if necessary.

**NOTE:** Any fields denoted with an asterisk (\*) must be completed to move to the next section.

4

#### **Certify your information.**

**TIP:** You must click *CERTIFY* to confirm the information on the application is accurate and true to the best of your knowledge.

5

### Submit your application by 11:59 p.m. on March 31, 2021.

**TIP:** Applicants must click the *SUBMIT* button, otherwise the application will not be submitted and will not be considered for the program.

6

## Applicants receive confirmation of their submitted application.

**NOTE:** Applicants will receive a systemgenerated email confirming the submission and receipt of the application. **Optional** 

We highly encourage applicants ages 18 to 22 to attach a copy of their resume and other documents (e.g., licenses, awards, and/or certificates that showcase your accomplishments).

For a more detailed instructions, click <u>here</u> to view the **Applicants User's Guide**.