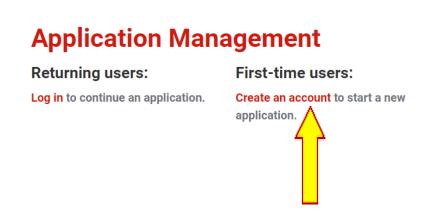


Step-by-Step Guide Creating a Undergraduate Application Account

Follow these step-by-step instructions to create an account or check the status of an application.

Step 1: Go to <u>apply.montclair.edu/apply</u>. Under first-time users, click **Create an account**.



Step 2: Enter the required information to start the registration process. Then click **Continue**.

Register

To register for an account, please enter the information requested below.

Email Address		
First Name		
Last Name		
Birthdate	~ ~ ~ ~	
Continue		

MONTCLAIR STATE UNIVERSITY

Step-by-Step Guide Creating a Undergraduate Application Account

Step 3: An activation link and temporary PIN number will be emailed to the email address provided in the registration form.

Montclair state				
Dear Seth TEST,				
Thank you for registering online with Montclair State University.				
To activate your account, please use the link below: https://apply.montclair.edu/account/login?eid=8P4vo1NBau_r7fguig-h_xAL3GRQHHb4Shd5DnLt9c- u0771cv8IFA&s=n&r=https%3a%2f%2fapply.montclair.edu%2fapply%2f%3fsr%3d9dd7bb4a-54d2-4c36- 9646-f37b77de7d95				
When asked for a presword, please enter the following temporary, randomly-generated PIN: 502827333 Once you log in with the information above, you will have the opportunity to change your password.				
Sincerely, Montclair State University				

Step 4: After clicking the activation link in the email, a new window will pop up. Enter the temporary pin and applicant's birthday for verification.

Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.					
Email	sdolan929@gmail.com	switch			
Account	Dolan TEST, Seth TEST		4		
Temporary PIN					
Birthdate	• •	~			



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Step 5: The applicant will then be prompted to create a new password for the account (according to the requirements).

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password New Password (again)	At least one lette At least one capi At least one num Be at least 12 ch New passwords i	ber aracters
Set Password		

Step 6: At this point, the applicant can log into their application portal using the email address provided and the newly created password. Then click **Login**.

Login				
To log in, please enter your email address and password.				
Email Address				
Password	Forgot Your Password?			