

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 apply.montclair.edu/apply. Under first-time users, click **Create an account**.

Application Management

Returning users:

Log in to continue an application.

First-time users:

Create an account to start a new application.



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

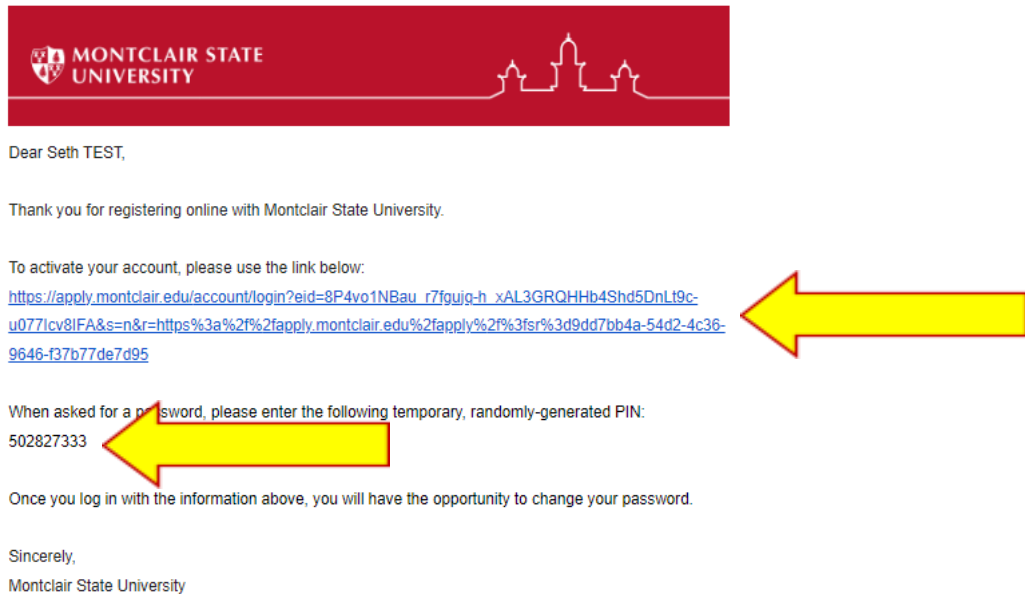
Last Name

Birthdate

Continue



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



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	
Temporary PIN	<input type="text"/>	
Birthdate	<input type="text"/> <input type="text"/> <input type="text"/>	



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 letter
- ✘ At least one capital letter
- ✘ At least one number
- ✘ Be at least 12 characters
- ✘ New passwords must match



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?](#)

