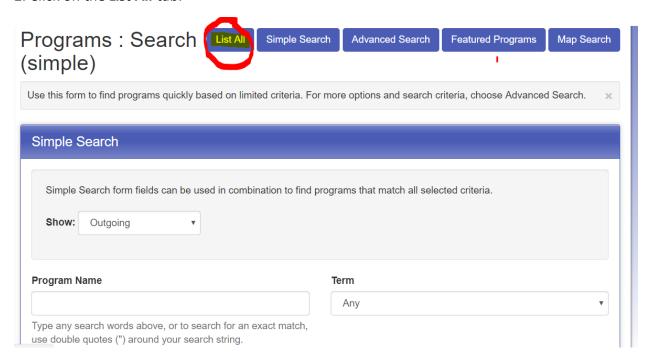
## How to Get Started using the Harper College Study Abroad Terra Dotta application system

1. To get started, go to <a href="https://harpercollege-sa.terradotta.com/">https://harpercollege-sa.terradotta.com/</a> and click on the *Programs* tab.

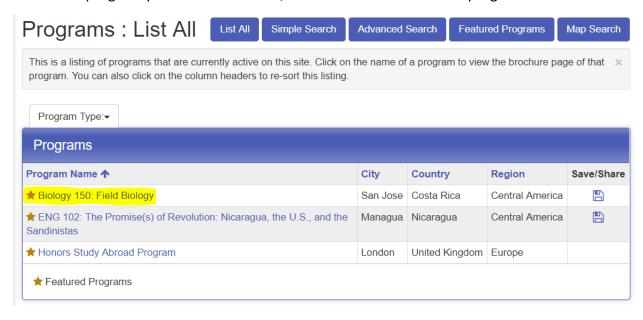




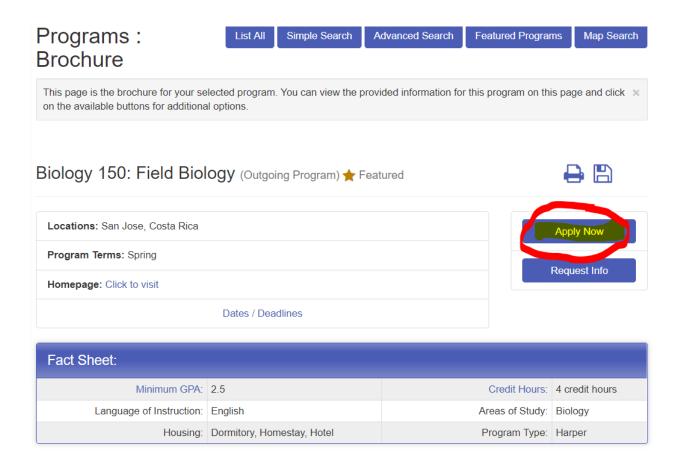
2. Click on the List All tab.



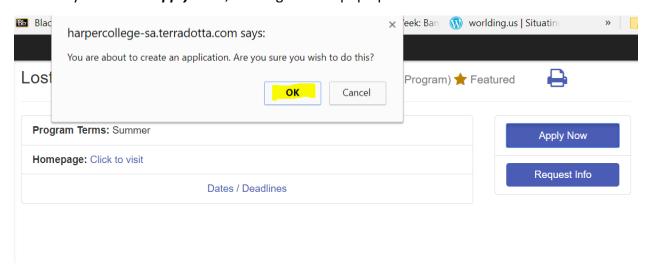
3. Find the program you are interested in, and click on the link to that program.



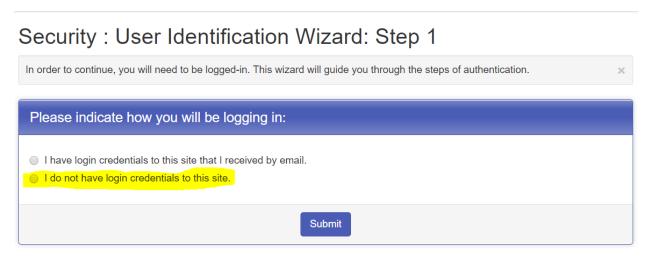
4. You will be taken to the home page for that program. Be sure to read the relevant information under the heading *Program Description* on this page. To begin the application/registration process, click on *Apply Now*. If you are a new user (in other words, you have not already created an account), please note that you will have to create an account before you begin the application itself.



5. When you click on *Apply Now*, a dialog box will pop up. Click *OK* to create an account.



6. On the next page, click on *I don't have login credentials for this site* to create an account.



7. Then click *I am a registered Harper student*. You will be instructed to create an account and then start the application.

## Security: User Identification Wizard: Step 2

In order to request login credentials, we will need to know what type of applicant you will be on the site. Select one of the following options and click the 'Submit' button.

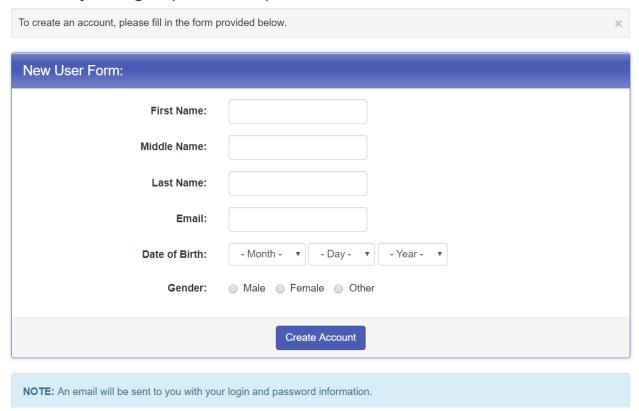
Please indicate which type of user you are:

I am registered at Harper.

I am registered at a US institution.

8. Now you are ready to create an account. Complete the form and click on *Create Account*. An email with your login information will be sent to the email address you listed on this form. Please note that the login credentials you receive are only good for 24 hours.

## Security: Login (new user)



- 9. Now you're ready to begin the application process. There are two phases to the application process:
  - Pre-Decision: In this phase, you will be asked to provide basic information about yourself and acknowledge certain requirements to participate in a Harper College Study Abroad program.
  - Post-Decision: In this phase, you will be asked to provide overseas insurance and passport information, submit a medical release form, and complete a variety of orientation tasks.
- 10. After you return from your study abroad program, you will be asked to complete an evaluation of your experience and should you care to, submit a testimonial about your experience.