PART 1: Application Link

Go to: dynamicforms.ngwebsolutions.com

New Student: Click on Create New Account (in the lower-left corner).

Returning Student: Enter username/email and password. If you do not remember your password, click Forgot Your Password and follow the instructions.

Verify Email: An email will be sent to the email address you provided above. This is a verification email, please follow the instructions given. Once you have completed the verification email, you will receive the following message: Congratulations you have successfully confirmed your email and activated your account.
**Tips and Tricks**

**Emeritus Online Application**

**PART 2: Login to Start Application**
- Enter username/password
- As an additional security step, we require you to answer your security secret question or receive a code to your email/phone.
- Click the box: **This is my device**
- Click **Login**

![Login Screen](image)

**PART 3: Emeritus Application**
Answer all of the *RED asterisk questions.

**PART 4: Signature and Date**
*Click* the yellow signature box to sign electronically.
An Electronic Signature Disclosure/Consent will appear.
Please read through the information. To sign electronically, enter your name, and click on the sign electronically key.

**Submission**
- Review your responses
- If everything is correct, click **Submit Form**.
  - Your form has been submitted.
  - Click to view form PDF. Print a copy for your records.
- In 24–48 hours, you will receive an email from Admissions and Records.
  - **New Student:** You will receive a congratulations email with your student identification number and information on how to register.
  - **Returning Student:** You will receive an email informing you to register.

![Signature Screen](image)