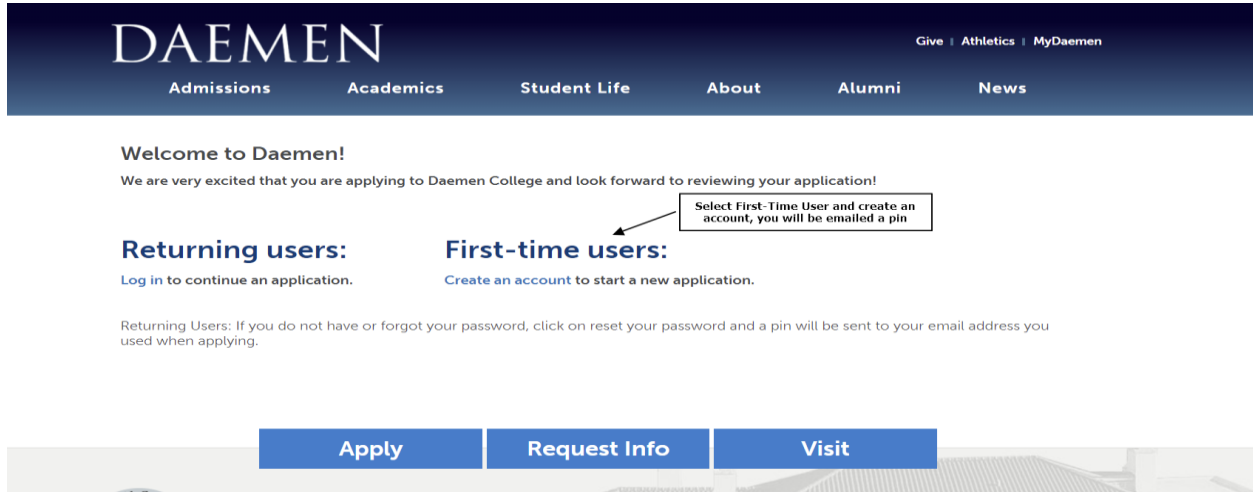# Daemen College

Distance Learning Application Process

How to Apply:

1. Go to - Daemen.edu/applyDLHSP
2. Select "Create an account" under First-time users

3. Input information to register for an application account and select continue to move on to application

4. Once you hit continue, this message will pop up. Go to your email to retrieve the temporary PIN. Input the temporary PIN and birthdate. Select Login

5. Once you hit login, this screen will pop up. Create a password that matches the criteria in red.

6. Once you hit set password, this screen will come up. Select **"Start New Application"**

7. Once you select Non-Matriculated application, this box will pop up select **"Open Application"**

8. Please fill out the following information personal background.

9. Non-Matriculated Academic Information –

> Program – Unclassified – Distance Learning-High School Program

> Class Option – based on which school you attend choice the class you would like to attend.

10. The next section is **"Academic History"** Please click on **"Add Institution"** Include your high school.

11. Complete the **"Discipline Questions and Disclosure Statements"** section. Click continue at bottom of page when section is complete.

12. Complete the **"Signature Page"** and click confirm when complete.

13. The last section will be **"Review"** once your application is all set, you may hit **"Submit Application"**