STEP 1

To create a new account, click on the "New Account" button indicated by the red arrow in Figure 1.

![Figure 1](image1.png)

STEP 2

Enter your title, name, email address, and mobile phone number. Review the terms and conditions by clicking on the “Terms of Use” hyperlink, then check the “I agree with the Terms of Use” box if you agree to them. Click on the “Continue” button as seen in Figure 2.

![Figure 2](image2.png)
STEP 3
On the screen, enter the verification codes you received to your mobile phone and your email. Click on the “Continue” button as seen in Figure 3.

![Figure 3](image)

STEP 4
Set your password by entering the temporary password you received via email, as well as a new permanent password of your choice in the New password and Confirm new password fields. Click on the “Continue” button as seen in Figure 4.

![Figure 4](image)

Your account has been created. Please proceed to complete the grant request process. You will have 30 minutes to enter the information requested before your session expires, after which you will have to log in again.