



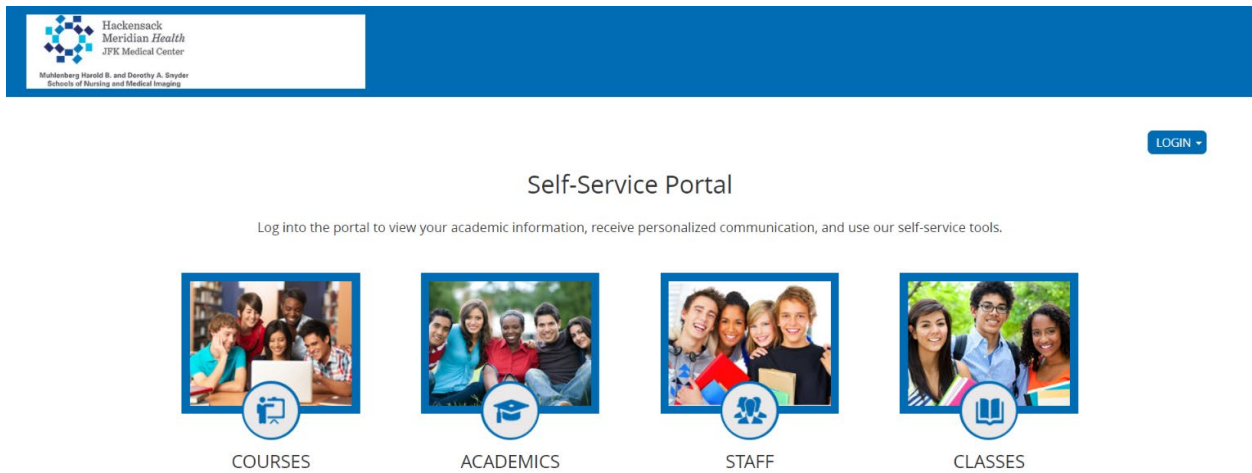
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Schools of Nursing and Medical Imaging

# Create a User Account and Log In for Application Submission

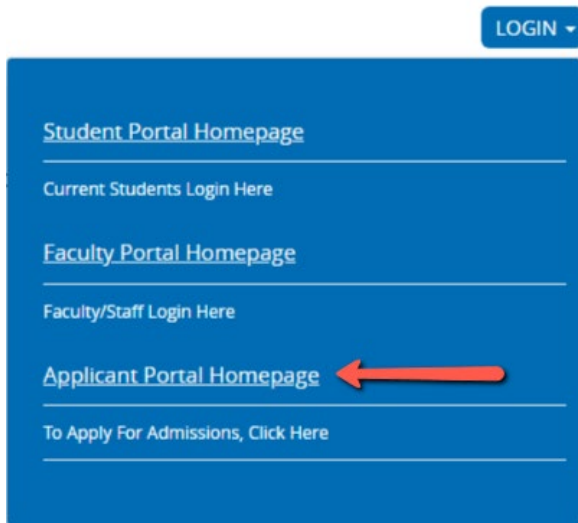
Navigate to the Self-Service Portal by going to this link:

[myportal.jfkmuhlenbergschools.org](http://myportal.jfkmuhlenbergschools.org)

The homepage will load.



Navigate to the LOGIN button on upper right to log into your portal and select the *Applicant Portal Homepage* link:





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You will be directed to the login page:

A screenshot of the Student Portal login page. At the top right is a "Back to home" button. Below it is a blue header with a right-pointing arrow and the text "Login to Student Portal". The main content area is a white box with a "Required Field" label and a red asterisk. It contains two input fields: "Username" and "Password", both with red asterisks. Below the password field is the text "Password is case sensitive". At the bottom of the form are two links: "Create a New Account" and "Forgot your Password". A "Login" button is centered below the links.

First time users will need to create an account; click on the **Create New Account** link. The *New Account Creation* page is displayed.

Please complete the form below to create an account. If you already have an account, please return to the login screen to login to your application.

Note: To apply online you must have a valid email address.

New Account Information

A screenshot of the New Account Creation form. It features a "Required Field" label with a red asterisk. The form contains five input fields: "First Name" (with a red asterisk), "Middle Name", "Last Name" (with a red asterisk), "Email" (with a red asterisk), and "Confirm Email" (with a red asterisk). At the bottom of the form are two buttons: "Back To Login" and "Continue".



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Enter the requested information and click Continue.

Required Field \*

First Name	Jane
Middle Name:	
Last Name	Test
Email	jane.test@test.edu
Confirm Email	jane.test@test.edu
Your username is:	jane.test
Password *	<input type="password"/>
Confirm Password *	<input type="password"/>
	Passwords are case sensitive
City of Birth? *	<input type="text"/>
Mother's Maiden Name? *	<input type="text"/>
First Name of Best Friend? *	<input type="text"/>

[Back To Login](#) [Save & Continue](#)

Complete the required information and click Save & Continue.



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You will be directed to Step 1 of the online application:

## 1 Personal Information

Welcome to the Hackensack Meridian Health JFK Medical Center Muhlenberg Harold B. and Dorothy A. Snyder Schools online application. Please fill in the form and click the Save & Continue button to continue to the next step. Note your progress below.

1 Personal Information

Status : Not Started

A progress bar consisting of eight circular icons connected by a horizontal line. The first icon, representing a person, is highlighted with a blue circle and a blue arrow pointing to it from below. The other icons represent a grid, a document, a graduation cap, a document with a checkmark, a printer, a credit card, and a checkmark.

Required Field \*

Applicant Name

Title *	<input type="text" value="Please Select"/>
First Name *	<input type="text" value="Jane"/>
Middle Name	<input type="text"/>
Last Name *	<input type="text" value="Test"/>

Please refer to the Online Application [help guide](#) if you have questions about a particular step/action.

Go to Student Portal to Create an Applicant Account and Log In at [myportal.jfkmuhlenbergschools.org](http://myportal.jfkmuhlenbergschools.org).