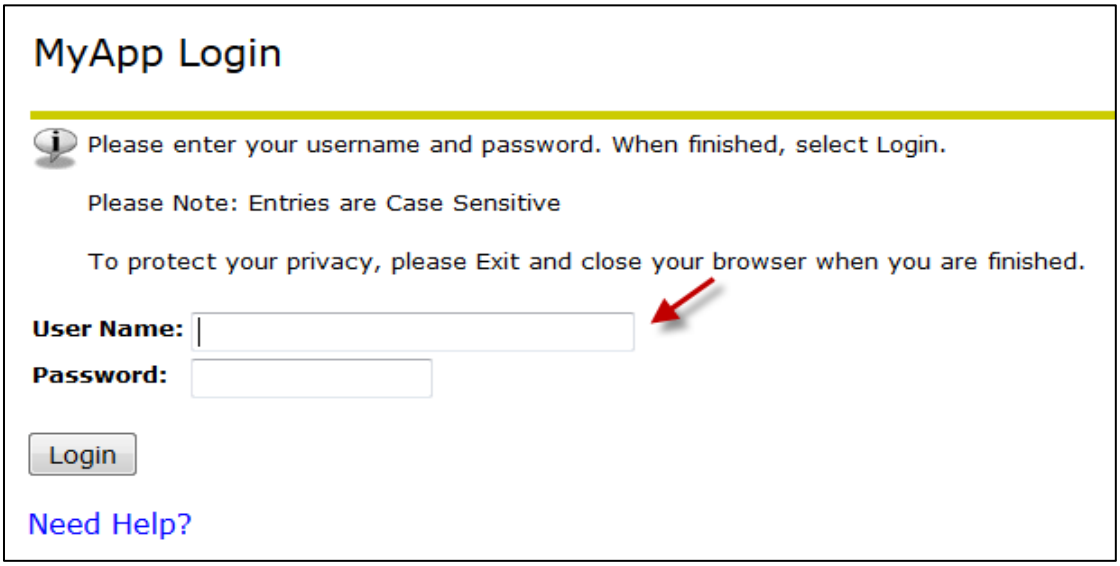
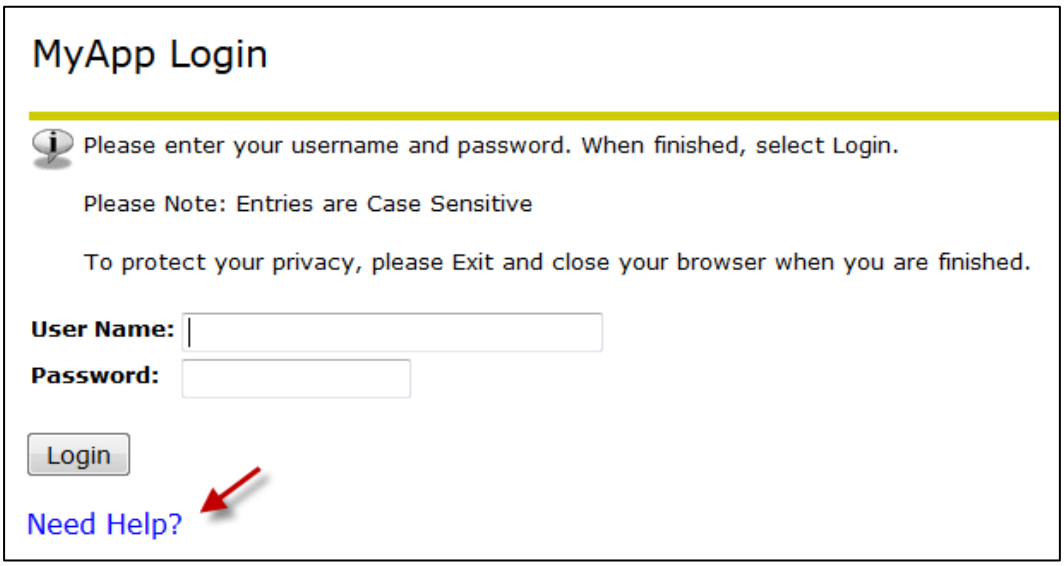
Instructions for Accessing the Appalachian myApp Portal

1. Logging into your MyApp portal (myapp.appstate.edu).
    a. Enter User Name. Your user name was emailed to you shortly after you applied.
    b. Enter Password. This is the password you have already created for myAPP.
    c. If you do not know your user name or this is your first time logging into myAPP jump to step 2 below.

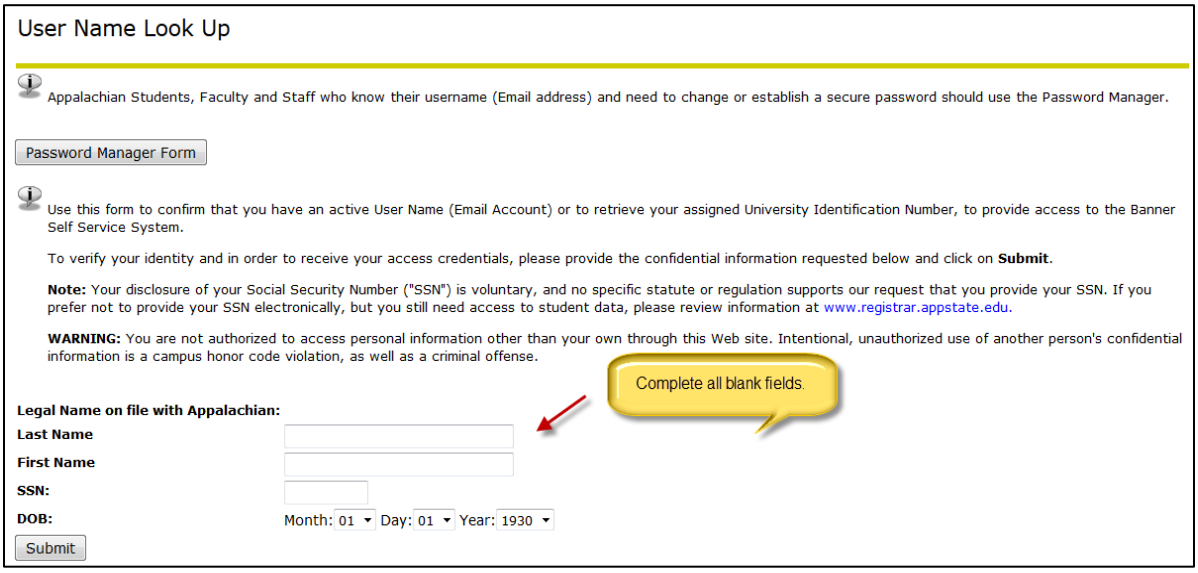


2. Forgot or don't know your user name or password?
    a. Click on **Need Help** located on the lower left side of the screen.

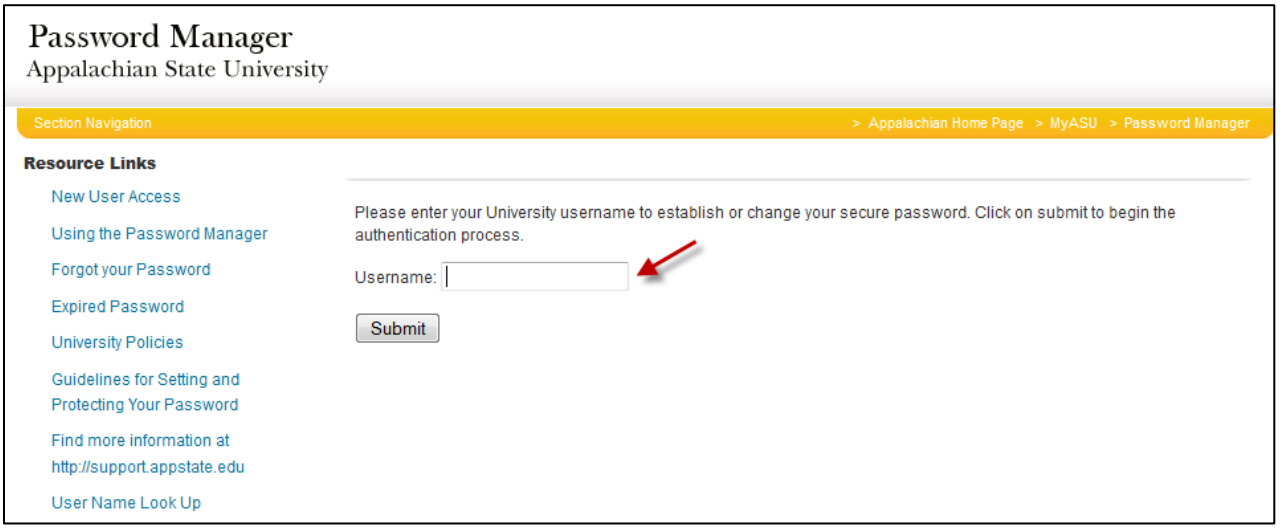


3. Verify your personal information to retrieve your user name and student ID number.
   a. If you are unable to verify your information you can contact the Help Desk (828) 262-6266.

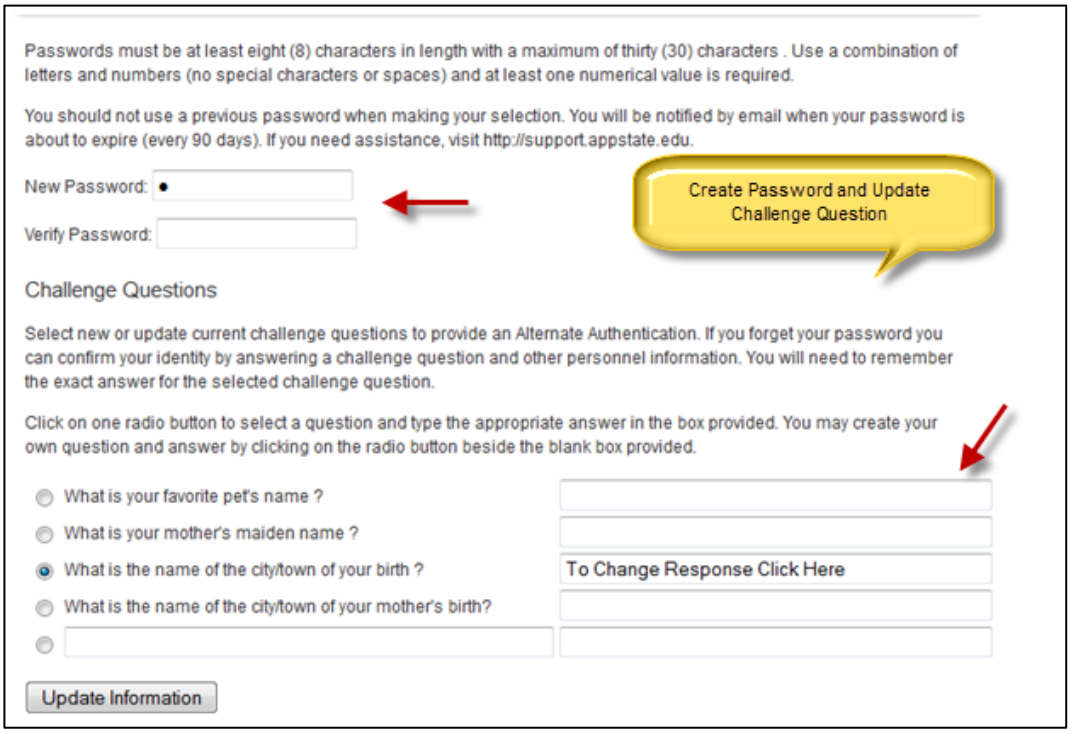
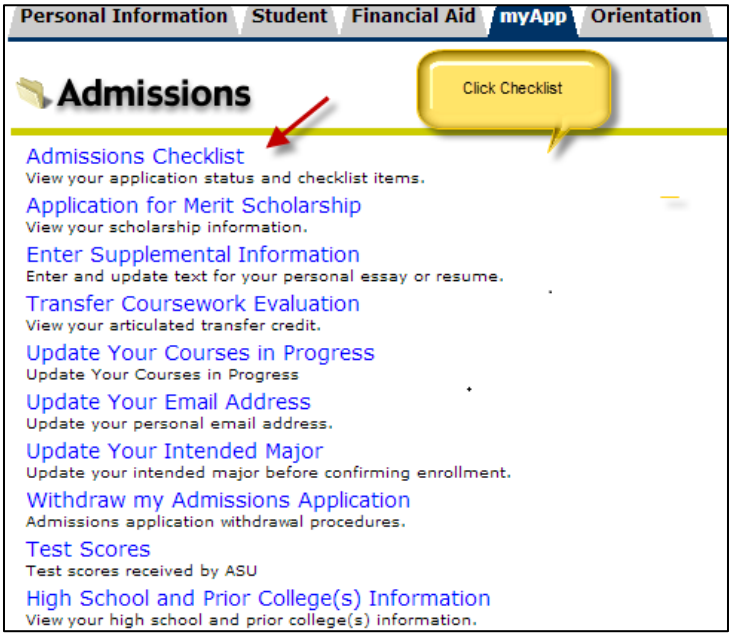
   b. If you are unable to reach the help desk you can email your Admissions Counselor.



4. Once you have retrieved your user name and student ID number, go to the password manager (http://password.appstate.edu). Enter your user name and follow the on screen instructions.



5. Create a new password and select a new challenge question.



6. myApp Tab