

Student Online Application Guide

Create a Profile

1. Go to dlreferrals.tiu11.org
2. Click Create Profile.
3. Enter your email address. (This is how we will communicate with you.)
4. Create a password. (Must be at least six characters long.)
5. Complete the rest of the fields.
6. Click Save and Continue.

Applying for Distance Learning

1. Once you click Save and Continue, you will be taken to an application for classes.
2. Complete the application questions. (Sample questions below.)
 - a. What are your goals?
 - b. What subject you would like to study first?
 - c. Would you like to study online or in a textbook?
3. Select the agency that you visited (or will visit) for your assessment from the drop-down menu.
4. Initial the three Student Agreement questions:
 - a. I understand what is expected of students enrolled in distance learning classes.
 - b. I understand that the Distance Learning Project will only share my information when it supports my studies.
 - c. I understand that the Distance Learning Project will ask me for more personal information when I call to schedule my phone orientation.
5. Click Save and Continue.

When you have completed your application, you will receive an email letting you know that your application has been received. The email will tell you what you should do NEXT.

Visit your Agency for an Assessment

1. If you haven't already, visit the agency you selected from the drop-down menu in your application.
2. Complete your assessment. You MUST score at a certain level on your assessment to be successful studying at a distance. The agency you visit can tell you how you scored on the assessment.

Agency Enter your Assessment into your online application

- The agency you visited logs into its own account and enters your assessment information in your online application.

When the agency has entered your assessment scores, you will receive an email letting you know that your assessment information has been received. The email will tell you what you should do NEXT.

Call to Schedule your Orientation

- Call the DLP to schedule your phone orientation: 1-888-889-6020 extension 154. (You will need to give your social security number.)

Prepare for your Orientation

1. Fill out the student survey. (This is in the email you received.)
2. View the orientation video. (This is in the email you received.)

Attend your Orientation

1. Call the phone number given to you by the staff person at the Distance Learning Project when you called to schedule your orientation. (You will need to enter a PIN number once you connect to the call.)
2. It is important to attend your phone orientation at your scheduled time. You will be registered for your first class during this call.