

## Instructions for Online Application & Required Documents

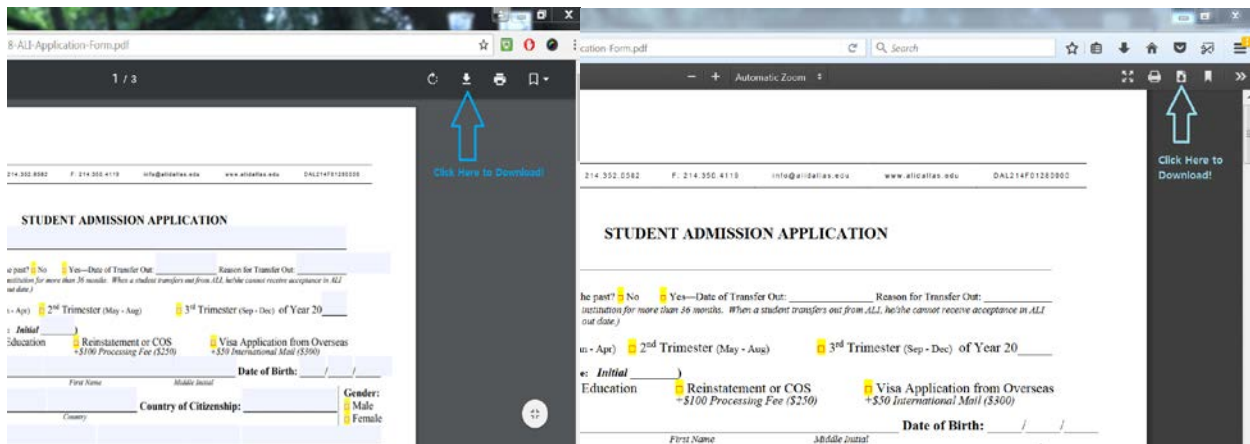
1. Please check to see if you have Adobe Acrobat Reader DC downloaded on your computer: you must have the application to edit, fill in, and electronically sign the documents.
2. If you already do not have the program installed, please click the below to install: it is FREE!

<https://acrobat.adobe.com/us/en/acrobat/pdf-reader.html>

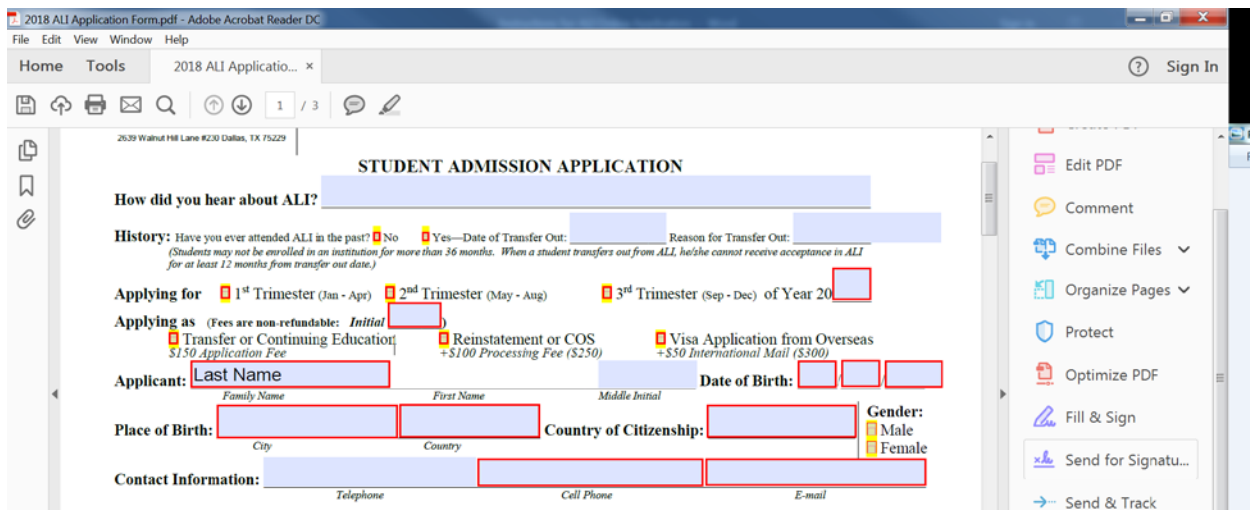
3. In either Google Chrome or Firefox, click on the file/documents you'd like to view, and click on the download button to download:

**On Google Chrome:**

**On Firefox:**

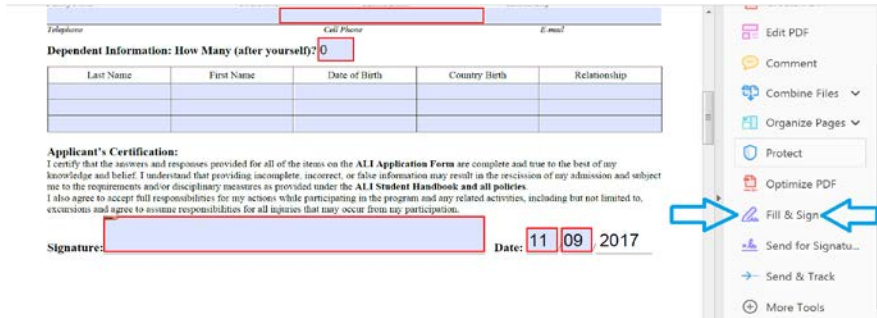


4. Open the file(s) with Adobe Acrobat Reader DC
5. For the Application and other required documents, please fill in the Red Space (Required Field), the Blue Space is Optional Field.

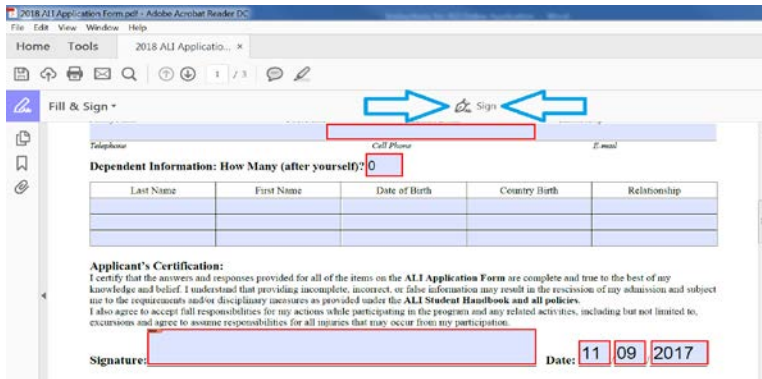


6. For the documents that require your electronic signature, please follow these steps:

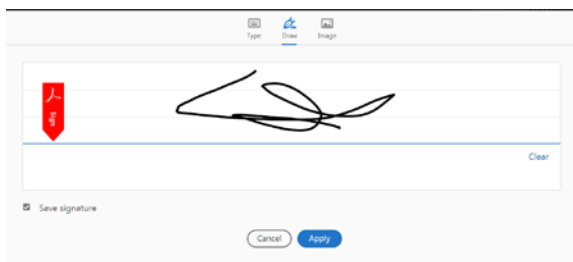
**1) Click on “Fill & Sign”**



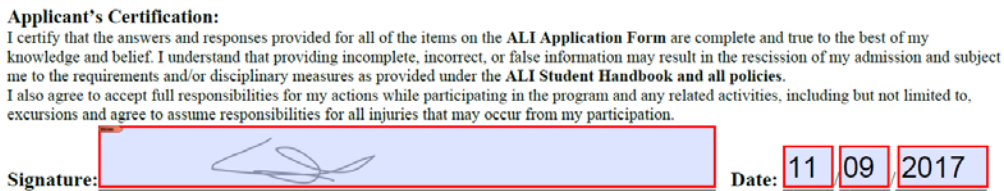
**2) Click “Sign” icon at the top, then click “Add Signature”**



**3) Click on “Draw” to trace your signature with the cursor**



**4) Click “Apply” and drag your signature to the required field**



**5) To use the same signature later, simply click the “Sign” icon at the top again, and click the picture of your signature.**