

ACCREDITATION APPLICATION INSTRUCTIONS

- 1. You Must <u>Download</u> the Accreditation Application and <u>Save</u> to your Computer to Complete Electronically. (For best results, Open your Saved Application with the free Adobe Acrobat Reader to complete the application form).
- 2. Alternatively, you can Print and Fill-in the Application Manually.
- 3. Fill in the Appropriate Fields.
- 4. "*Save as*" your Completed Application as a **PDF-**file with a Unique File Name.
- 5. Follow the Submission Checklist on Page 15 of the Application.
- 6. Print & Mail *or* Email & Attach Completed Application as Instructed on Page 15.