Vincennes University

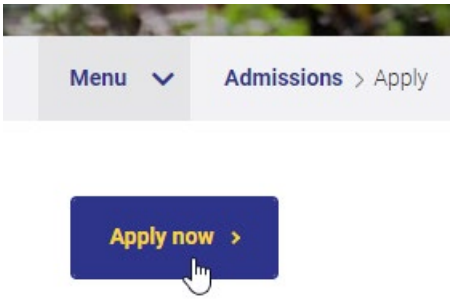
PROJECT EXCEL APPLICATION

Updated: January 2022

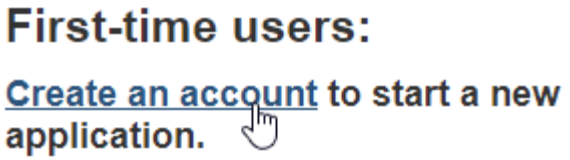
Congratulations on taking your first step to applying for the Vincennes University Project Excel program. We are so excited for you to get a jump start on your college education. This guide will walk you through the admissions application process with step-by-step instructions.

Start at: vinu.edu/apply

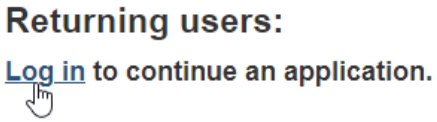
1. Click the "Apply Now" button



2. Click "Create an account" under "First-time users"

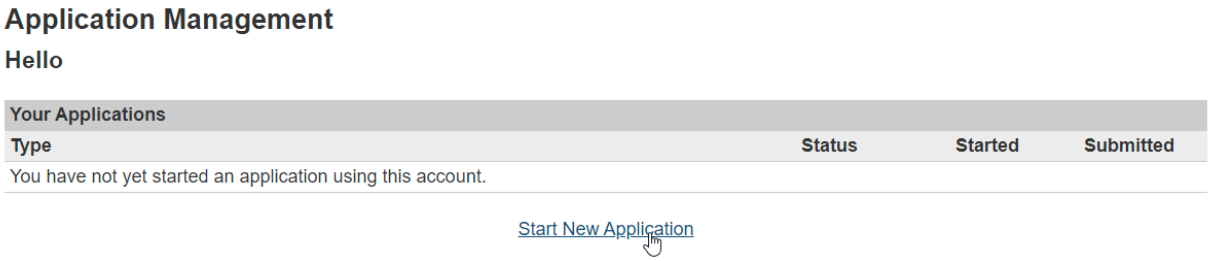


3. Create an account using your **personal email** and your legal (given) name.
    a. Once you create an account an email will go to the email you entered with a temporary password
    b. Go back to connect.vinu.edu/apply and click "Log in" under "Returning users"

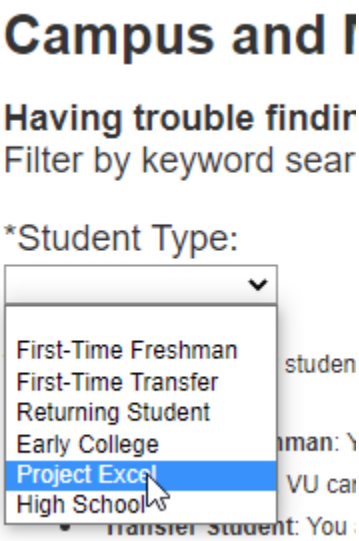


    c. Log in using your email and temporary password. You will be able to create an original password once you have logged in

4. Click "Start New Application"



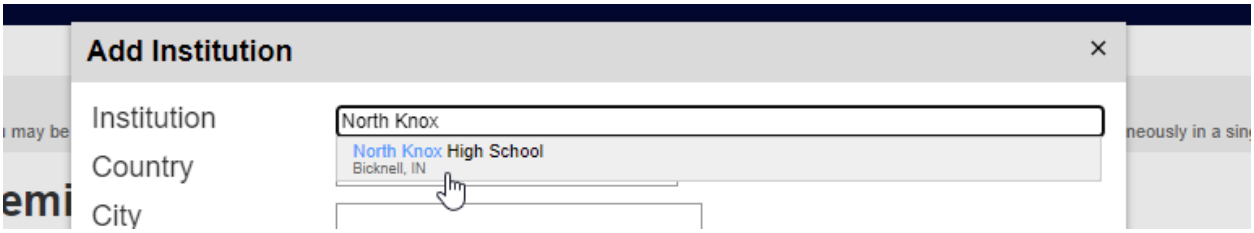
5. Select the term you would like to attend
6. Click "Open Application"
7. Click "Continue" on the Welcome and Instructions page
8. Select **"Project Excel"** for your Student Type



9. Click "Continue"
10. Enter your Personal Information accordingly
11. Click "Continue"
12. Add an Emergency Contact
13. Click "Continue"
14. Add your High School Information
    a. Your Career/CTE Center is **NOT** considered an institution
    b. You **MUST** select your school from the prepopulated list
    c. Your level of study is "**high school"**

It is NOT required for you to know your exact Date Conferred or Expected, GPA, or Class Rank. You may estimate.

d. Your degree is **"HS Diploma"**
e. Date Conferred or Expected is the month and year you will graduate from high school



15. Click "Continue"
16. Read the Signature page and type your name
17. Click "Continue"

The Review page will detect any errors on your application. Errors may be missing, required information, or invalid school code. Errors will **NOT** allow you to submit your application.

- *If your error is Invalid School Code you did not select a school within the prepopulated list. You will need to return to the Academic History page and select your school within the prepopulated list.*

18. Click "Submit"

You have successfully submitted your application to Vincennes University as a Project Excel student. Congratulations! If you have any questions regarding your application or the program please contact your Project Excel Coordinator.