For Applicants **who have** a UTHSCSA login account – please follow the directions below.

For Applicants **who do not have** a UTHSCSA login account, please go to [page 3](#) for login directions.

When you click the link for Survey Monkey Apply, you should be presented with a screen that looks like the one below –

1. To log into Survey Monkey Apply, click the small arrow to the right of the words ‘Log In’ (shown by the **red arrow**)
2. You will see the choices below – click on UT Health SA Login
3. You will then be presented with the UT Health San Antonio sign on screen below
   Use your UTHSCSA login credentials to login to the system.

4. Once you have logged in, you will need to select the correct program (Frontiers of Translational Science Research Day) as shown below.

5. You are now ready to proceed with your application.
For those **who do not have** a UTHSCSA login account, please follow the instructions below

If you see this screen at first,

![Register Screen](image)

Click on the Green Register button, which will take you to this screen

![Register Form](image)

Fill out the information and click CREATE ACCOUNT. This will create a Survey Monkey Apply account for you. **PLEASE** remember this information, as we have no way to retrieve it. You can also use your Facebook, Twitter or Google account to log in, if you wish.

Whichever method you choose will be how you access your application from now on within Survey Monkey Apply.
Once you have created a Survey Monkey Apply login account, you will see a screen like this when you return.

To log in, click the small arrow next to Log In (shown by the red arrow) and you will see this screen.

Click on SurveyMonkey Apply and you will see the screen below.

Enter your information and click Log in. You should be presented with a screen that asks what role you want to log into, if you serve in multiple roles such as an applicant and a reviewer; and based on that choice, you will see either your applications or the items that you are responsible for reviewing. If you are an applicant only, you will see your application(s).

If you are having problems logging in, please contact Survey Monkey Apply help desk at support@smapply.io or click here: https://smapply.zendesk.com/hc/en-us/articles/360000921094-How-to-Request-Login-Assistance