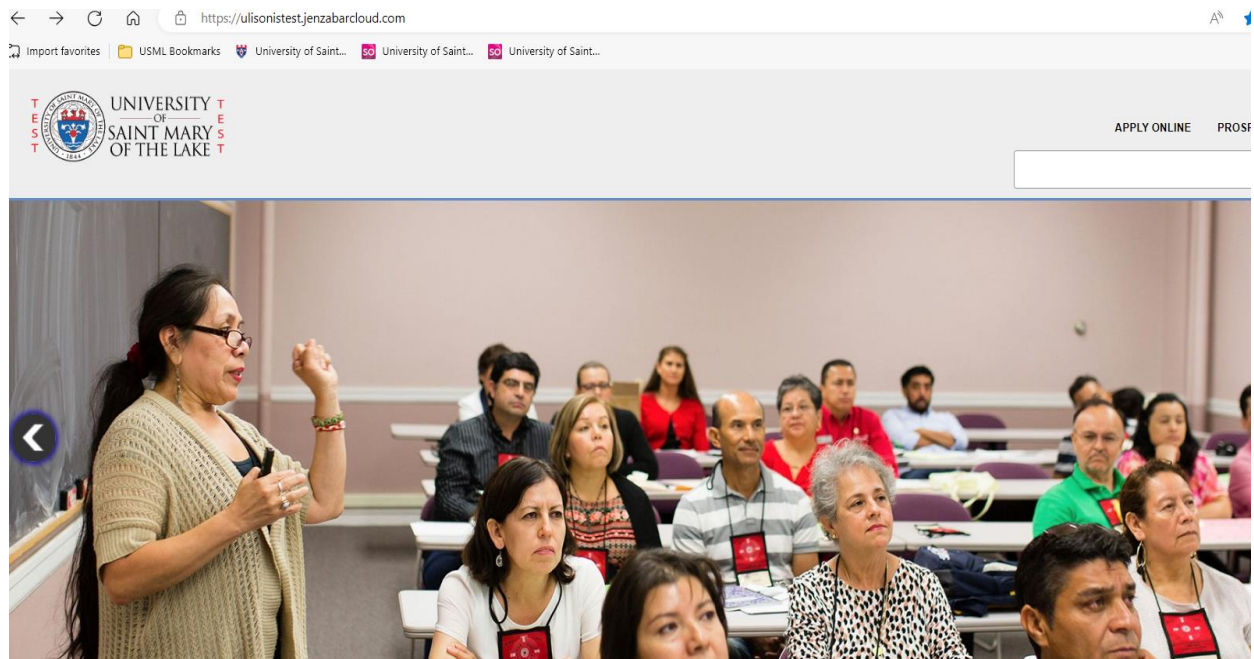




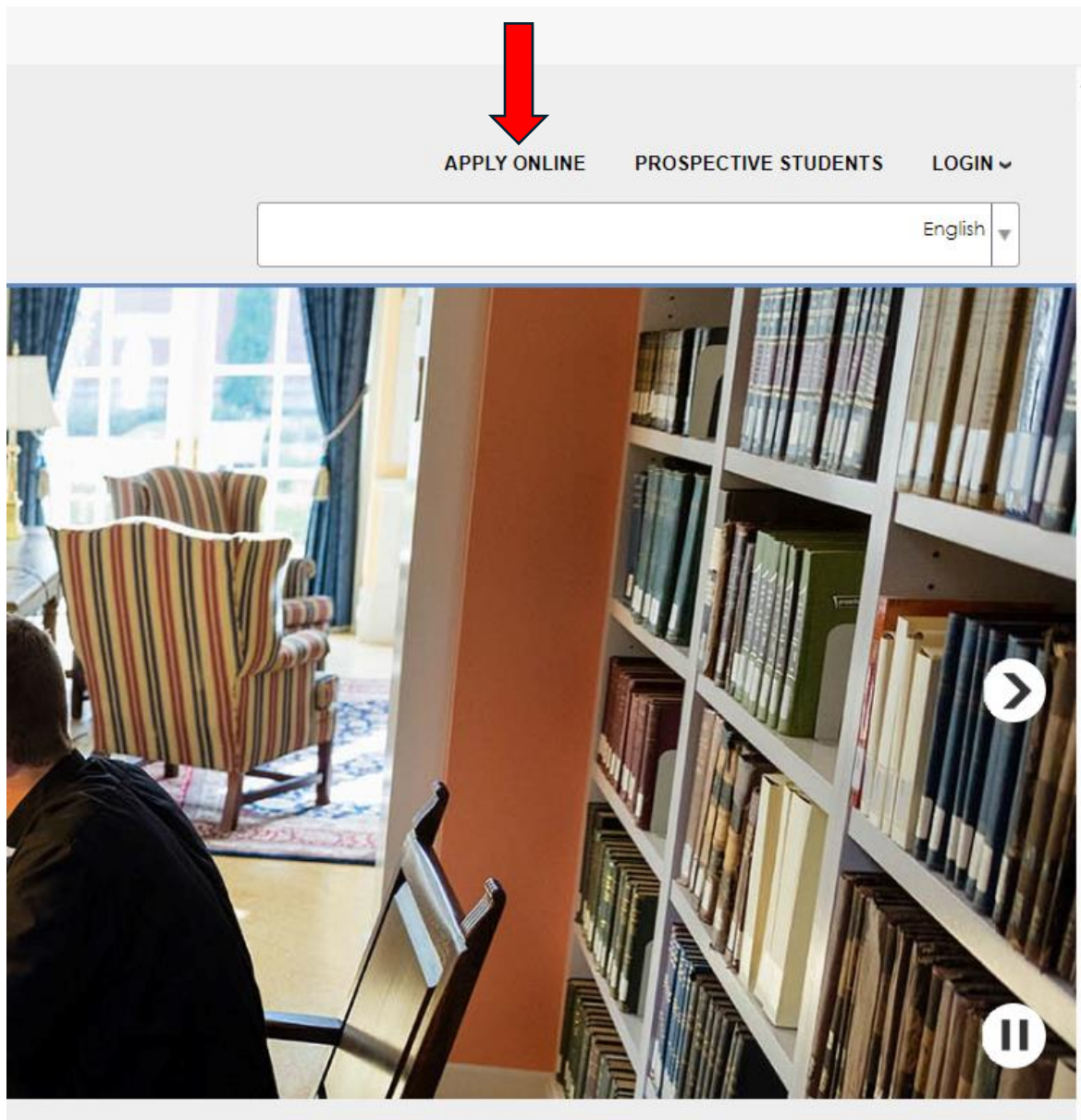
UNIVERSITY  
OF  
SAINT MARY  
OF THE LAKE

## Step-by-Step Online Application directions

On your web browser type in <https://my.usml.edu>



Click on **"Apply Online"**



**A:** If this is the first time starting the application click **“Create New Application”**

**B:** If you have started the application and wish to login to continue with your existing application, click on **“Continue an Application in Progress.”**

The screenshot shows the top navigation bar of the University of Saint Mary of the Lake website. On the left is the university's logo and name. On the right are links for 'APPLY ONLINE', 'PROSPECTIVE STUDENTS', and 'LOGIN'. Below these links is a search bar with 'English' selected. The main content area is titled 'Login : Apply Online' and contains three buttons: 'CREATE NEW APPLICATION', 'CONTINUE AN APPLICATION IN PROGRESS', and 'APPLICANT PORTAL'. A red arrow points to the 'CREATE NEW APPLICATION' button. Below the buttons is a paragraph of text: 'If you have already submitted an application, please use the login credentials provided earlier and proceed to the Applicant Portal.' A decorative horizontal bar with blue, green, and yellow segments is located at the bottom of the content area.

**A:** If it is a new application, you choose your program of Study from the drop-down menu.

Complete and submit this form to create an online application.  
All fields are required.  
Please make a selection under "Please Choose Your Program of Study."

Required \*

Please Choose Your Program of Study \*

Select

Select

SPL - Doctor of Ministry

ELE - Programas de Ministerio Parroquial - Ministerio Laico/Liderazgo Catequético  
Mundelein Seminary

Pontifical Faculty of Theology - STU/STD

SPL - Parish Ministry Programs - Lay Leadership/Catechetical Coordinator

SPL - Permanent Diaconate - Diáconado Permanente

SPL - Graduate Degree Programs (MAL, MALS, MTS, MAPS)

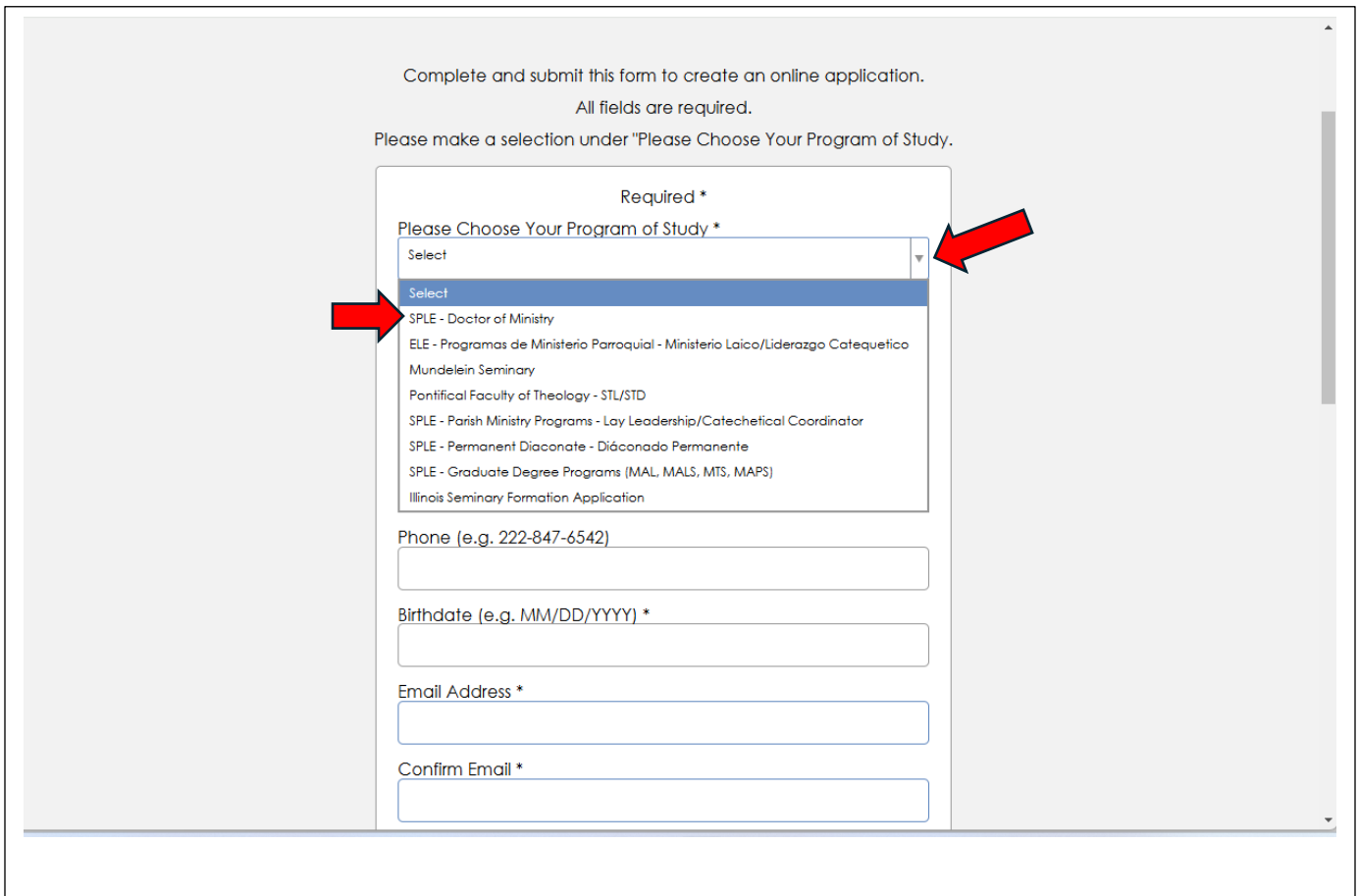
Illinois Seminary Formation Application

Phone (e.g. 222-847-6542)

Birthdate (e.g. MM/DD/YYYY) \*

Email Address \*

Confirm Email \*



Fill in all the required fields and create your own **PIN**. Then click on 'Submit'.

Please choose your program of study

Select

First Name (e.g John) \*

Middle Name (e.g Art)

Last Name (e.g Smith) \*

Phone (e.g. 222-847-6542)

Birthdate (e.g. MM/DD/YYYY) \*

Email Address \*

Confirm Email \*

Your pin must be at least 8 characters long and contain characters from the following four categories:

- Uppercase characters (A through Z)
- Lowercase characters (a through z)
- Numbers (0 through 9)
- Non-alphanumeric characters (!@#\$\$%^&\*)
- Your last five pins cannot be reused

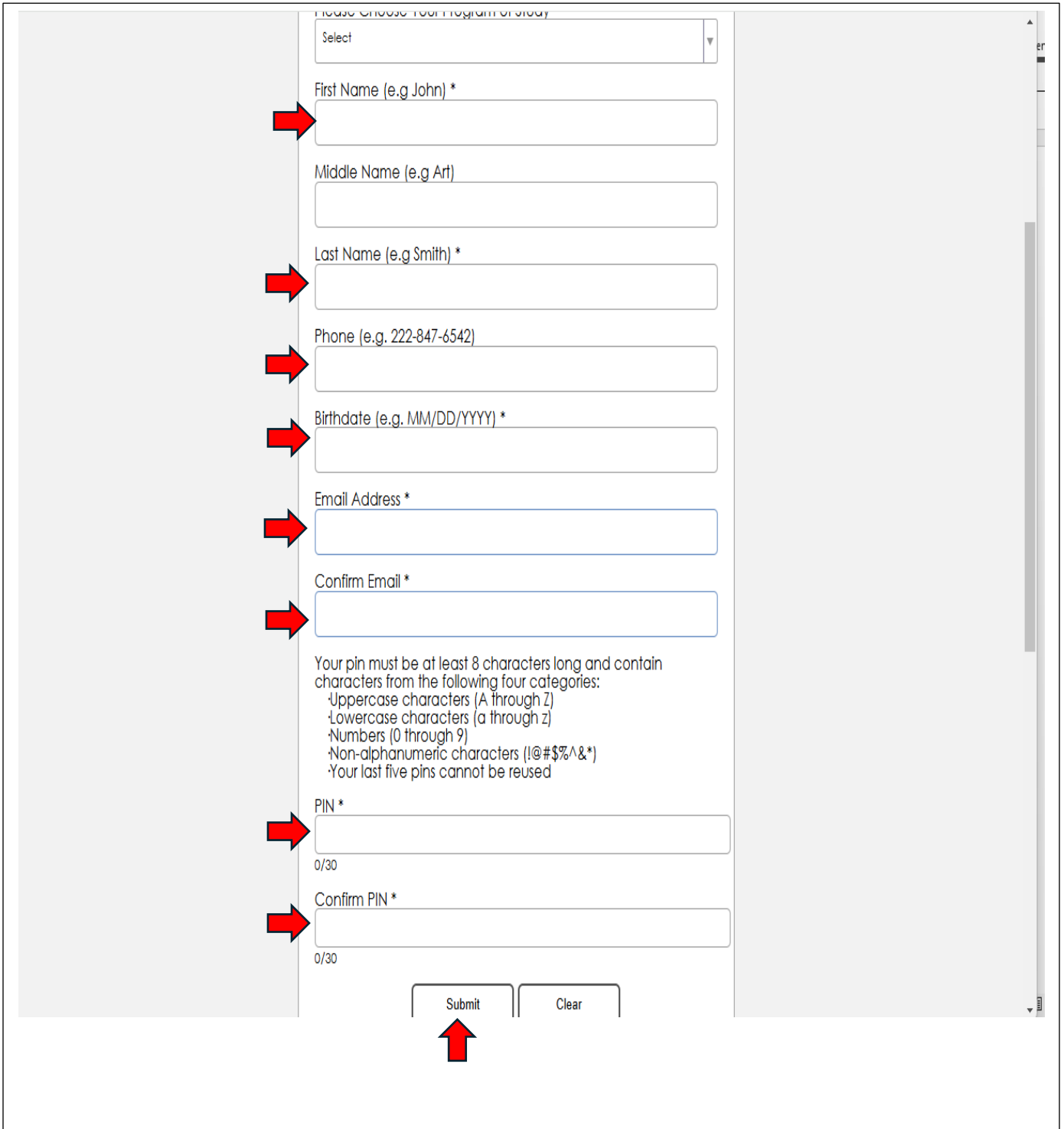
PIN \*

0/30

Confirm PIN \*

0/30

Submit Clear



**B:** If you have started the application initially and wish to login and continue, on this window you type in your ID# and the PIN you created when started the application.  
*(Please if you forget your PIN # contact the Registrar)*

### Login : Apply Online

Login to begin an application you created or to continue an application in progress.  
\* Required

\* ID

\* PIN

Login

[FORGOT YOUR PIN AND/OR ID?](#)

When you have successfully logged in, make sure you complete all items. **(Be informed that all questions are to be answered. Any question that is not applicable to you, write NA inside the box).** When all items are completed click on the "Submit Application". **(Please know that your application will not be processed if you do not submit it).**

UNIVERSITY OF SAINT MARY OF THE LAKE

Personal Information

Academic Program

Educational Background

Emergency Contacts

Additional Questions

Submit Application

## Personal Information

**Note**  
Please complete all sections of the application.  
If a question is not applicable, please leave it blank. Once completed, click on the "Submit Application" button.

If a question is not applicable, please type in **NA**

Required \*

**First Name (e.g John) \***

**Middle Name (e.g Art)**

**Last Name (e.g Smith) \***

**For more information or help contact:**

SPLE Coordinator of Admissions and Student Services

Ana Aguilar, [aguilar@usml.edu](mailto:aguilar@usml.edu); (847) 970-4924

Leah Lewandowski, [llewandowski@usml.edu](mailto:llewandowski@usml.edu); (847) 970-4981