MEOPAR's Online Application Portal

Creating an Account

You can access the portal here: https://webportalapp.com/sp/postdocawards

The first time you use the portal you will need to create a profile. Click the "Sign Up" button at the bottom of the page, enter your email address and create a password that is at least 8 characters in length.

This will bring you to the Home Page. The next step is to create your profile. Using the edit icon on the far-right side, enter in the required information and click **"Save."** You must save this section before you move on to the next section.

Completing Your Application

Once you have created your profile, click on the "Get Started" square to begin your application. Maximum word counts are provided for each question.

At the end of the application, you will be asked to submit your CV, formal evidence of engagement in a postdoctoral position, and formal evidence of funding from other sources. These documents (letters, emails, etc.) must be saved in PDF format; the portal will only support PDF file uploads.

Please save and review your application before you submit it. Once you click the "Submit" button, you will no longer be able to edit your application. When you are ready to submit your application, click on the **"Submit"** button. The portal will confirm acceptance of your application. If you accidentally hit submit and would like to re-open the submission, please contact Laura Avery.

Resetting Your Password

If you forget your password, go to the log-in page and click on the "Forgot your password" link below where you sign in. Enter the email you used to create the account. A password reset link will be sent to your email address. Enter a new password, click **"Submit"** and use the new password to log in.

If you have questions about the application process, please contact Laura Avery.