MyEAP Online Application Instructions

Your EAP application has two main components:

1. A "hard copy" component which includes the items listed on the Application Checklist. You must submit all items on the Application Checklist to the Berkeley Study Abroad office by the application deadline.

2. An "online" component, which is the MyEAP Online Application. After submitting the MyEAP Online Application electronically, a signed and dated print out of the MyEAP Online Application must also be included with your hard copy application.

You must submit both the hard copy application and the MyEAP Online Application by the application deadline for your application to be complete.

How to Access the MyEAP Online Application

Access the MyEAP Online Application from the Application Checklist. When you visit the MyEAP homepage, you will first need to create your MyEAP account. After this you can begin your online application.

When you have finished your MyEAP Online Application, make sure to:

1. **Submit.** Click the Submit button so that your application does not remain "In Progress."

2. **Print.** Click the Print button to print out your application. Make sure to select the Printable Version (otherwise you will print extra pages) and print with Portrait Orientation, not Landscape Orientation.

3. **Sign and date** the Statement of Understanding section, which is usually the third page of the Application print out (if you’re under 18 then your parents will need to sign as well). You will then submit your print out as part of your hard copy application.