## How do I upload a document after I submitted my application?



Step 1 – After you signed in with your Username and Password, click on "My Applications"

## Step 2 – Click "Upload Now"

Home > My Applied Courses Welcome The University of Nottingham	Appli You ca	cations in Progress / Submitted Applications n view the progress of your applications, print a copy of your o	ffer and/c	r scholarship lette	rs, accept or decline	your offer, ap	oply for defern	nent and up	load additional supporting	) documents in th	is section.			
Your Options	Q	Go	Ac	tions 🗸										Exit
Home My Applications	Edit	Course Applied	Study Intake	Type of Course	Applied Status	Remarks	Download Forms	Offered	Letter	Scholarship Letter	Accept / Decline Offer	Defer My Application	Upload Document	Lapsed Date
	/	NNM5 Bachelor of Arts with Honours Business Economics and Finance	201509	Undergraduate	Offer: Unconditional		Download	0	Print Offer Date : 06-JUL- 2015		Accept/ Decline Offer	Apply for Deferment	Upload Now	05-AUG-2015
Language Pack														1 - 1 of 1

Step 3 – Select "Choose File" to browse for the file, select "Document Type" from the drop down box then click "Create" to save and upload the document.

Welcome	Attachment Upload / Details This is the screen to upload your support	orting document, if the type of document is not in the select list, please select others, always specify the details of the document in the "Document Description" field.	Cancel	Create
UNITED KINGDOM - CHINA - MALAYSIA	-			
	* Document Image	Choose File No file chosen		
Your Options				
	Image File Name			
Home	<ul> <li>Document Type</li> </ul>	- Select -		
My Applications		- Select -		
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Language Pack		MBA Questionnaire		
		NRIC (Malaysian) / Passport (International)		
Select Language 🔍		Other Supporting Documents		
		Reference Letter		
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Step 4 – Confirmation will appear on the top of the screen.

	Change Password Logou
Welcome           Image: Welcome           Image: Welcome           Nottingham	Attachment Upload / Details Cancel Create This is the screen to upload your supporting document, if the type of document is not in the select list, please select others, always specify the details of the document in the "Document Description" field.
Your Options	* Document Image Choose File No file chosen *Image File Name
Home My Applications	* Document Type - Selet -  * Document Date 07-jul-2015 09:38:22 *Lest Horizont Date 07-jul-2015 09:38:22
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