Accessing CS Faculty Forms via UArts Portal

1. Go to the UArts Portal (http://mycampus.uarts.edu) + Login

   Login: first initial + last name
   ex. Michael Slade
   Login: mslade
   Password: 6 digit date of birth + last 4 digits of social security number
   ex. birthday: 04/02/66  social security number: 123-12-1234
   Password: 0402661234

2. Select the pull down menu from the header called ‘Academic Departments and Divisions’ and select ‘Division of Continuing Studies’.
3. Select ‘Faculty Forms’

4. Select the Faculty Request Form you want to complete.