Part 1: For First-Time Users & Password Reset

Need to set up a password? Logging into AppReview for the first time? Please follow Steps 1-4 below.

*Note: Use your last name and first initial. If your UNCW username has fewer than five characters, use both your first and last names, e.g. username for Tester Fox would be foxtester instead of the UNCW username of foxt.*

1) Go to https://ar.applyyourself.com and choose “Forgot Password.”

2) Under “School,” enter “uncw-grad.”

3) Under “Username,” enter your UNCW account name without @uncw. If you are unsure, check the note above.

4) Click “Submit” and check your email for password reset instructions. (Passwords expire, so please keep a record of your password.)
Part 2: For Returning Users

Logged into AppReview before?
Please follow Steps 1-4 below.

1) Under “School,” enter “uncw-grad.”

2) Under “Username,” enter your UNCW account name without @uncw.

*Note: Use your last name and first initial. If your UNCW username has fewer than five characters, use both your first and last names, e.g. username for Tester Fox would be foxtester instead of the UNCW username of foxt.*

3) Under “Password,” create your own password. (Passwords expire, so please keep a record of your password.)

4) Click “Log In.”

Part 3: Login Assistance

Trouble logging in? Please follow Step 1 below.

1) Choose “Forgot Username” or “Forgot Password” and check your email for further instructions.
**Part 4: Viewing Modes**

If you would like to view applicants for a specific committee, follow Steps 1-4 under **View Committee Bundles** below. If you would like to view all applicants, follow Steps 1-4 under **View All Applicants** below.

### View Committee Bundles

1) Choose the specific committee bundle.

2) Under the Review tab, go to “Inbox.”

3) Select the To Review tab.

4) Click on the applicant’s last name.

### View All Applicants

1) Choose “View All” in the top right corner.

2) Under the Review tab, go to “Inbox.”

3) Select the To Review tab.

4) Click on the applicant’s last name.

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Need help? Contact Graduate Admissions (gradschool@uncw.edu).

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Part 5: Document Access

To view individual documents, follow Step 1 below under View Individual Documents. To download all application materials, follow Step 1 under Download All Documents below.

View Individual Documents

1) Scroll through the application and individually open each link to view supplemental documents.

Download All Documents

1) Choose the download button (top right) to view the entire application, including supplemental documents and transcripts.

Part 6: Review Submission

1) Choose the “Submit Review” button when your review is complete within AppReview.

2) Provide specific application feedback directly to your coordinator, as detailed feedback is not collected within the AppReview system.