



## Georgia Sea Grant State Fellowship Program

### *eSeaGrant Instructions*

We strongly encourage you to carefully read the Georgia Sea Grant State Fellowship page. Please use the following instructions as a guide to prepare and submit your application using eSeaGrant.

You will first need to register in eSeaGrant in order to receive login credentials to create an application: <http://eseagrants.uga.edu>.

Please click on the “Register” tab to create an account. As soon as you complete registration, you should receive a “Welcome” email with your login credentials. If you do not receive a “Welcome” email, please contact Dr. Mona Behl at [mbehl@uga.edu](mailto:mbehl@uga.edu) or 706-542-6621.

Once you login to eSeaGrant, you can change your password. To do so, click your name in the upper-right corner of the screen and select “My Profile.”

To start your application, click on “Current Tasks” in the banner head. Then, click on “Add Fellowship Application,” under “Fellowship Applications.”

Your application must be titled as “last-name\_first-name\_university-name.” For example, if the applicant’s name is John Doe from Georgia State University, then the application name will be, “Doe\_John\_GSU”.

Once you have created a title for your fellowship application, you must work down the sequence of sections – “Instructions” through “Submission Preview” – listed on the left side of the application window. Guidance pertinent to these sections will follow in-sequence.

eSeaGrant provides sections to upload a CV, statement of career goals, unofficial copies of transcripts, and reference information. **These pages must be converted to PDFs** before uploading to eSeaGrant. Please allow your browser to display pop-up windows and enable JavaScript.

For any questions or concerns regarding eSeaGrant, please contact Dr. Mona Behl at [mbehl@uga.edu](mailto:mbehl@uga.edu) or 706-542-6621.

Consider completing your submission well in advance of the deadline. Last minute submissions run the risk of encountering problems that cannot be resolved in time.