

M-Compass for Students Using M-Compass to Search and Apply for Programs Step-By-Step Procedure

For Students - Using M-Compass

M-Compass Home Page Website – Program Search



2 🖬 Sho Programs : Search (advar Advanced Program Search Map Search < Cancel - Reset - Search > Program Search: 3 Program Name Show: Outgoing -Location / Term 4 Argentina Australia Banglade Parameters: 🚺 Eligible UH Major Language of In 🕖 Foreign Language R No Yes Architecture Art & Design

mcompass.umich.edu

- 1. Go to the M-Compass website and use either FIND A PROGRAM link to browse for opportunities such as:
- Study Abroad/Exchange
- Internships -- in the U.S. and abroad
- Scholarships, grants, fellowships
- Alternative Breaks (ASB, ASuB)
- Volunteer/Community Service
- Faculty-led trips

- 2. Use the Program Search options to find opportunities of interest.
- 3. To find programs by name, enter part or all of the name in the Program Name box.
- 4. You can narrow a search by term, country, eligible U-M majors, class standing, and type of courses offered.

Search Notes:

• The default search page does not show internships or scholarships.

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Programs : Search (advanced)				
Simple Program Search Advanced Program Search Map Search					
		< Cancel -	· Reset ·	- Search >	
Program Search:					
Program Name]		
Show: 5	Scholarship Outgoing Scholarship				
Location / Term:	Outgoing Plus				
City Any Achen Aarhus Accra	Country Any Argentina Australia Bangladesh	Any Africa Asia Austra	n lia/Pacific Islands	Any Academic Ye Calendar Ye Fall	ear ar
Parameters:					
Eligible UM Majors: Any Architecture Art & Design Busicese		Language of Any Arabic Amenian Cartenane	of Instruction:		() Forei Any No Yes

Program Searches continued

5. To search for scholarships, fellowships, and other types of funding, change Show setting in the drop-down list to Scholarships.

Search Tip: Internships and field placement are listed when Show drop-down is set to 'Outgoing Plus'

- Programs : Program Search (results) Hide Tips O The following programs match the search criteria. To view program information, application dates & deadlines, click on program name. Simple Program Search Advanced Program Search Plap Search ou searched for Outgoing Plus programs within any term, sorted by Program Name in ascending order. Country gram Name 🔹 City Region re/Sl at & Design: Non U-M International Exp Various Various Various < Engineering: HTI Internships Various Various Various ord: Master of Public Policy Inter Various Various Various 5 6 7 LSA & Engineering: India Interr Various Various Various < LSA Germanic Lang: Cultural Vist os in Various Various Various LSA II Weiser Center for Europe and Eurasia: Internships in Various Locations Various Various Various 3 Various 0 8 LSA International Internships: Positions in Various Various Various SA: Bonderman Fellowship Various Various Various 2
- 6. For an overview the program, eligibility requirements, application deadline, etc. click on the name of the program in search results
- 7. You can also share a link to the program's page, or save it to your M-Compass Profile.

Note: If you don't have a profile, you will be prompted to create one when you save a program.

M-Compass – Apply to Program







- 8. Review the information on the program's web page.
- 9. If you are eligible to apply, and if the program is currently accepting applications, click on the 'Apply Now' button to begin an application.

Notes:

- M-Compass permits a student to have only one application per term. If you already have an application in the same term, you will need an administrator's override in order to apply for more programs.
- Not all programs will be accepting applications. To view the next application cycle, scroll down to the bottom of the page and view Dates & Deadlines.
- 10. In the M-Compass login wizard, choose the 1st option, U-M Student, then click

Submit

11.	M-Compass will prompt you for your
	UMICH unigname and password

- Tip: Use the same password you use to log into Wolverine Access
- **Note**: If you have never logged into M-Compass, an account will be created for you at the same time you apply to the program.

Your Home Page : Available Program Terms				
Available Terms 12				
Academic Year, 2015-2016	<cancelreset apply=""> -</cancelreset>			





12. Choose from available terms, then click



Note: The terms displayed will vary from the one shown here.

- 13. An application is created and your application page with checklist is displayed.
- 14. To complete your application, click on each requirement for further instructions.

Checklist Notes:

- M-Compass automatically checks 'Received' as you complete each requirement. When every item on your checklist is 'Received' your application is complete.
- You will receive an auto-email reminder periodically of requirements that are incomplete. M-Compass does not send you an email when your application is fully complete.
- If you are permitted to make changes after submission, a pencil icon will be displayed. To edit and resubmit, click

on 🔪

- You may begin work your application checklist and return to M-Compass later to finish.
- 15. When you are finished working on your application, use the Logout button at the top of the M-Compass page to exit the system.

Note: The next section explains how to return to M-Compass and access your application at a later time.

M-Compass Home Page Website – Logging Back In



Security : User Identification Wizard: Step 1 Please indicate how you will be logging in: © U-M Student/Applicant - take me to U-M Weblogin © Not from U-M - take me to email address login © Not from U-M - create new user account Submit

Authentication Required		
Please enter your Login ID (unigname or Friend ID) and	Login ID	
password to continue.	Password	
Need a Login ID?	► MToken	
Create a Login ID now.	Log In	
Important Security Tips	Forgot your password? Login Help	
 U-M will never send you an email asking for your 		
password. Learn more about phishing scams.		

mcompass.umich.edu

1. To return to M-Compass and access existing applications, go to the website and use U-M LOGIN link

Login Notes:

- M-Compass won't permit you to use the U-M LOGIN link until you have:
 - o An application or
 - A student registry (e.g. Academic/Study Abroad, Research Abroad) or
 - o A saved profile.
- If a M-Compass administrator has created an application for you already, then you may use the U-M Login link to access your application.
- 2. In the M-Compass login wizard, choose the 1st option, U-M Student, then click

Submit				

3. Enter U-M Uniqname and Password

Student Home Page



Student Profile Page



4. In the Applications section of your Home Page, locate the correct term then, Click on the program name to



5. Click Edit Folie button to add a picture, check your Emergency Contact information that is on file, and add an alternate Emergency contact and SMS Text number where you can be reached.

access your M-Compass application.

Programs you've saved to your profile are also displayed on this page.

- 6. Many programs require you to verify information on your profile.
- 7. On this page you can also upload a photo, add a SMS phone number,
- 8. The Information tab of the profile is where you can an emergency contact and local phone number.
- 9. View the address on file on the Address Info tab.