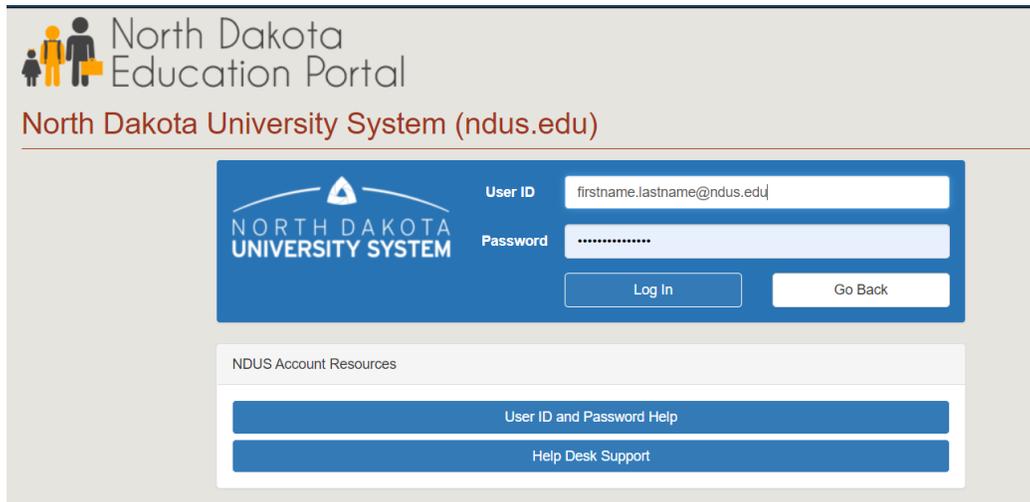


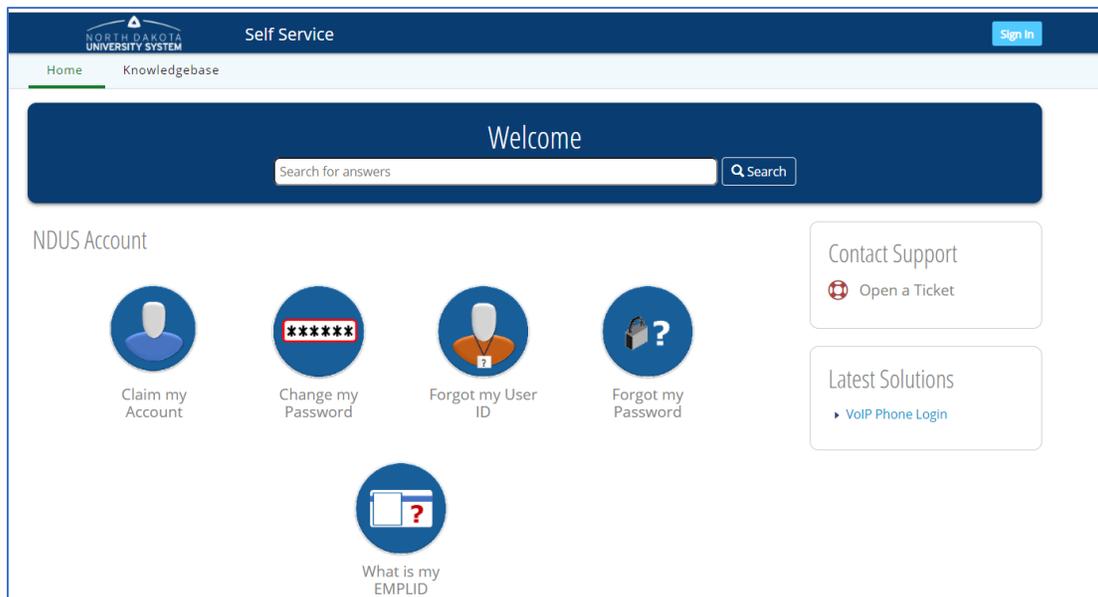
Dual Credit Tuition Scholarship Troubleshooting

Eligibility Criteria: <https://ndus.edu/paying-for-college/dual-credit-tuition-scholarship/>

After you review the eligibility criteria for the scholarship, click the link to the application. If you do not know your NDUS USER ID or password, please click on “Help Desk Support” under NDUS Account Resources. **IMPORTANT:** *Your USER ID (also called “Username”) will always end in @ndus.edu, regardless of which institution you are currently attending.*



Below is the next screen you’ll see after you click on “Help Desk Support”.



I DO NOT KNOW MY USER ID: Click on “Forgot my User ID” first. Follow the instructions. *Remember, your USER ID will always end in @ndus.edu regardless of which institution you are currently attending.*

I DO NOT KNOW MY PASSWORD: Once you have your USER ID (or if you know your USER ID), click on “Forgot my Password”. You will enter your USER ID (also called “Username”), and then click search. Follow the instructions.

WHEN TO CONTACT THE HELP DESK: If you are STILL having issues getting your USER ID and/or password, please click on “Open a Ticket” under Contact Support on the right-hand side.

HIGH SCHOOL TRANSCRIPTS: If your high school transcript does not automatically load, log out of the application, log back in, and try again. If your high school did not use PowerSchool and E-Transcripts you will have to request a final HS transcript from your high school and upload it manually into the application. This generally occurs for non-public high schools.