





Starting Your Project SEED Online Application

1. **Navigate to the Project SEED Website** (www.acs.org/projectseed)
 - a. Click on the “Apply” page
 - b. Scroll down and click on the “Apply Now” button
 - i. If the button does not appear type the URL in your browser
 - ii. www.reach.acs.org
2. **Click on the “Start My Application” Button**



STUDENT	COORDINATOR	MENTOR
  Start my application Finish my application	 Register as Coordinator Coordinator Sign-in	 Mentor Login

* Please login using the email address associated with your ACS ID

3. **Enter Your Contact Information**
 - a. Be sure to type your first and last name correctly AND your email
 - b. Please do not use any capital letters in your email
 - c. Answer the two yes or no questions
 - d. Click “Submit”




Student Application

Contact Information step 1/1

First Name Testname	Last Name Testname
Email test121212@gmail.com	

Reminder: Students must use an email address that can receive external emails. If you do not have one, please take 1-2 minutes to create one.


I am between the ages of 14 and 18 and have received permission from my parent or guardian to apply for AND participate in Project SEED, if I am selected.


Yes 

No

I am over the age of 18, and have notified by parent or guardian of my participation in Project SEED if I am selected.

Yes

No 


Submit

4. Registration Complete

- a. Click the blue button “Click here to generate your ACS ID or login”



Thank You for Registering with Project SEED

You will now set up your login credentials.
Please use the same First Name, Last Name and Email address to create your ACS ID

[Click here to generate your ACS ID or login](#)

Step1 : Click the blue "Create a Free ACS ID" button.

Step2 : Create a new ACS ID. Please use the same First Name, Last Name and Email address to create your ACS ID. Then click the blue "Create an account" button.

Step3 : Click the blue "Start your Project SEED Application" button to continue with your application process for Project Seed.

If you need assistance in this process please contact by email projectseed@acs.org or phone (202)222-8474

5. Create ACS ID

- a. Click on the blue button “Create a free ACS ID” if you do not have one
- b. If you do have an ACS ID (**unlikely**) you can login
- c. Again, you will **MOST LIKELY not have one**



[American Chemical Society](#) → [Login](#)

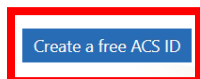
Don't have an ACS ID?

[Create a free ACS ID](#) and:

- Register for a Professional Education course
- Subscribe to and manage ACS email newsletters
- Manage your ACS, ACS Network, and other ACS application profiles

[Join ACS today](#). As a member, use your ACS ID to:

- Access exclusive online content and member benefits
- Pay your member renewal online when an invoice is generated



Log In

User Name


Password

[Log In](#)

[Forgot User Name or Password?](#) | [Help](#)

6. Create Your ACS ID Account

- Use the same email from Step 3 (no capital letters)
- Enter in your first and last name (make sure it is the same as Step 3 from above)
- You will NOT have a member number
- Create a username and password
 - Write these down for your record or have your browser remember them!
 - Click the blue button "Create an Account"



American Chemical Society

Create Your ACS ID

Email * test121212@gmail.com

First Name * Testname

Last Name * Testname

~~Member Number~~ ex:123456789

Username * test121212

Password * ****

Password Strength
Very Weak
Letters, numbers, and special characters (no spaces)

Confirm Password * ****

Yes, I want to participate in the ACS Network. I agree to the [Privacy Policy](#) and [User Agreement](#) for the ACS Network.

Cancel **Create an account**

7. Link Your ACS ID to Your Project SEED Application

- Click the blue button "Start your Project SEED Application" at the bottom



American Chemical Society

Account Created

An email confirmation was sent to:

test121212@gmail.com

Thank you for registering for an ACS ID

Connect your ORCID account

ACS has partnered with ORCID, a non-profit organization that provides unique digital identifiers that allow researchers to distinguish themselves from others with similar names.

[Link Account](#)

You can also link your ORCID account later through [My Account](#).
Don't have an ORCID ID? [Register](#)

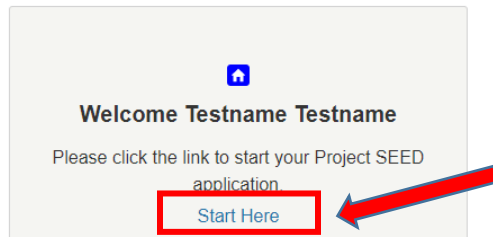
Start your Project SEED Application

8. Start Your Application

- Click on the “Start Here” link



Testname Testname



9. Contact Information and Demographics

- To start entering your information, click on the “Pick up where I left off” button



Testname Testname

OVERVIEW

Student Application

Contact Information and Demographics step 1/6

Hi Testname, Welcome back to the Project SEED

We saved all of your information and we're ready to proceed where you left off.

Pick up where I left off

10. Enter Your Information

- Be sure to answer all fields, click save form, then click continue

ACS Chemistry for Life | Project SEED | Testname Testname

OVERVIEW

Contact Information and Demographics step 2/6

* All fields are required unless noted otherwise.

Required Information

First Name **Last Name**

Profile **Suffix**

Date of Birth

Email Address Students must use an email address that can receive electronic mail. If you do not have one, please use a friend's email.

Address

Home Phone Number

Cell Phone Number (How will your phone number be used to reach you about?)

Demographics

The purpose of this guidance is to provide for and recommendations on use. The purpose of this guidance is to provide K-12 recommendations for and recommendations on use of a standardized approach for reporting of and reporting rates and activity data in submissions for Project SEED using standard terminology for age, sex, gender, race, and ethnicity based on the our occupational data system components.

Gender and preferred pronouns

Female

Male

Non-binary/Other gender

Prefer to self-identify

Prefer not to say

Please select your preferred pronouns

she/her/hers

he/his/his

they/them/theirs

Ethnicity

Hispanic

Non-Hispanic

Race

American Indian/Alaska Native

Asian

Black or African American

Hispanic or Latino

Pacific Islander

White

Other

What language is primarily spoken in your home?

English (Optional)

Save Form **Continue**

Go back to save your progress or start a new application.

11. Parent/Guardian Information

- a. Enter parent contact information
- b. Have parent provide eligibility information
 - i. They will need to use their 1040 tax form
 - ii. Be sure this information is correct. They will provide these documents at a later date for verification.
- c. Click "Save Form" then continue

Student Application
Parent/Guardian Information step 3/6

Parent's Full Name
Test Name (Please provide the name of one parent or guardian that we can contact to confirm your participation)

Prefix Suffix (Optional)
Mr. Ms.

Email Address
testparent@mail@gmail.com

Address
1155 15th St NW

Washington

DC 20006

Phone Number
1234567890

Eligibility
To be eligible for Project SEED, your family's annual adjusted gross income must be 200% or less of the Federal Poverty Guidelines. Ask your parent for a copy of the 1040 form, essentially a summary sheet of the tax returns for either last year, or two years ago. The form is similar to this document, and line 80. If your family does not have a 1040 form, please contact the Project SEED office by phone or email and we can work with you to identify a different method of verifying your eligibility.

Total Family Income for last year or two years ago
17000 (Adjusted Gross Income/AGI) provided on your parent's tax form, line 7 from the 1040 form)

Household/Family Size
3

< Back **Save Form** Continue
Be sure to save your progress on each page before continuing.

12. Provide School Information

- a. Enter school name
- b. Type of school
 - i. If you do not know this, you can find this information online
- c. Grade you will enter after the summer
- d. Graduation year
- e. Plans after graduation
- f. Click "Save Form" then continue

Student Application
School Information step 4/6

High School Name
Test High School

Type of School
 Public
 Public magnet
 Public charter
 Private
 Private charter
 Home school
 Unsure

Grade Entering
 10
 11
 12

Graduation Year
2022

After Graduation Plan
 4 year college
 2 year or community college
 Trade school
 Work force
 Military
 Other

< Back **Save Form** Continue
Be sure to save your progress on each page before continuing.

13. Choose Your Site Selection

- a. Select a site
 - i. If you have spoken with a coordinator before this, please choose the correct site that corresponds to their contact information
- b. Since we will be doing a virtual summer experience, this will not be where you report to each day during the summer. This steps helps us identify which site you would have worked with.
- c. If it says there is not a site nearby, please reach out to our office. We will be adding a button for those that are outside of the geographic range for site selection.
- d. Click "Save Form" and continue

Site Name	Project Locations	Coordinator Name and Email Address	Application Requirements
<input checked="" type="radio"/> Chemical Biology of Washington (DC)	800 22nd St, NW, Washington, 20002 DC 1000 19th St, NW, Suite 4000, Washington, 20002 DC 37th and O Streets, NW, Rm 240, Washington, 20007-1227 DC 101 Independence Ave, SE, Washington, 20545-4560 DC 4200 Connecticut Ave, NW, BLDG 32, Room 501-56, Washington, 20007 DC 1000 Hilltop Circle, Baltimore, 21250 MD	J. Faye Rubinow jfr@georgetown.edu	<ul style="list-style-type: none">• Transcript• Recommendation Letter• Education and Career Goals, Experience and Lab Skills
<input type="radio"/> Quest Student Research Institute	4201 Springlawn Rd, Chantilly High School, Chantilly, 20151 VA	Tigita Kuznetsov tigita.kuznetsov@questinstitute.edu	<ul style="list-style-type: none">• Resume• Transcript• Recommendation Letter• Education and Career Goals, Experience and Lab Skills, Reason for Participation and Impact
<input type="radio"/> George Mason University	10000 George Mason Circle, 1020 Inet, Adv Biomedical Research, SoftTech, MSN, 142, Manassas, 20110 VA 10000 George Mason Circle, 2043 Institute for Advanced Biomedical Research, MS106 149 Manassas, 20110 VA 10000 George Mason Circle, 2043 Institute for Advanced Biological Research, MS106 149 Manassas, 20110 VA	Andrea Gobb agobb14@gmu.edu	<ul style="list-style-type: none">• Education and Career Goals, Experience and Lab Skills, Reason for Participation and Impact

14. Other Information

- a. Answer each question
 - i. Keep in mind that the program is now 4 weeks in July, not 8 weeks
- b. Respond to the open-ended questions
- c. Upload your resume and unofficial transcript documents
- d. Click "Save Form" and continue

Have you participated in Project SEED before?

Are you available for the full 8 week summer program?

Do you have transportation to/from your SEED site?

If yes, how will you be getting to your site?

Coordinator-selected questions:

a. Describe yourself and tell us about your goals after high school (Optional)

b. Describe any lab experiences you have had in your education experience thus far, types of labs or activities have you done, and confidence in your lab skills (Optional)

c. Why do you want to participate in Project SEED? Elaborate on how this will affect your education, passion for science, or impact on your life (Optional)

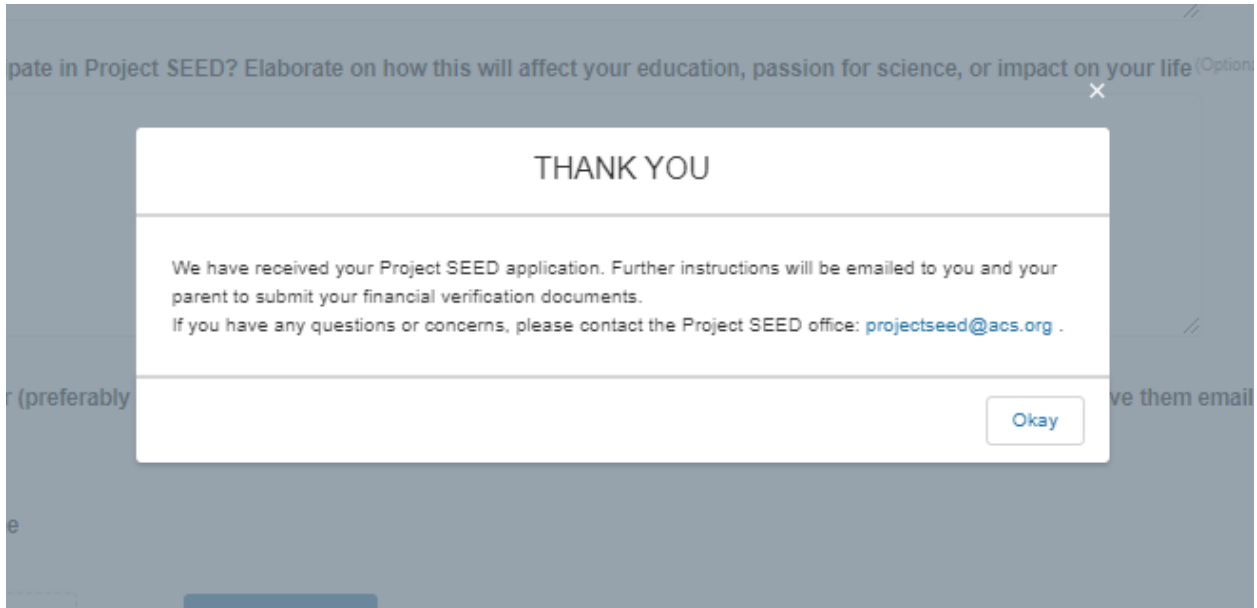
Ask your high school teacher (preferably a chemistry or STEM teacher) to write a letter of recommendation letter on your behalf and have them email it to the Project SEED Coordinator directly

Upload a copy of your resume

Upload a copy of your unofficial transcript

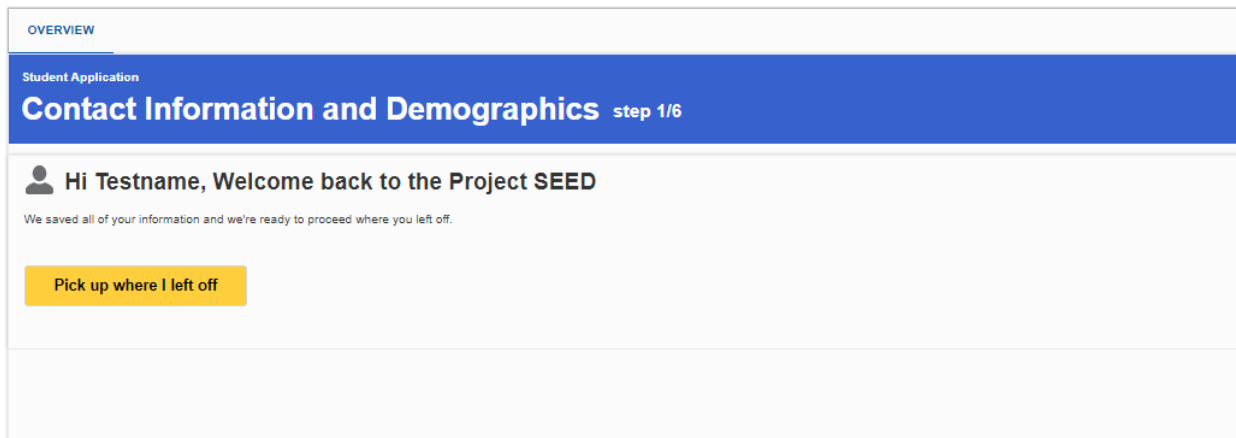
15. Complete

- a. Click the “Okay” button to finish the application submission



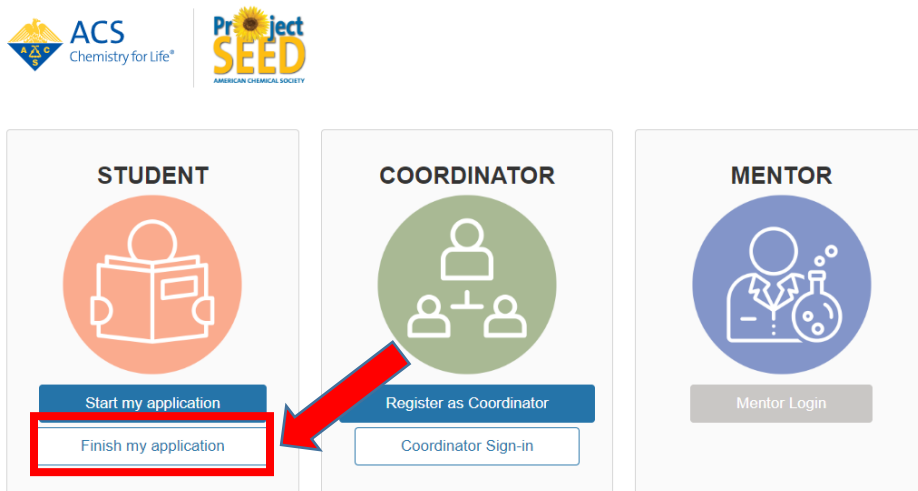
16. Overview Page

- a. Be advised that once submitted the page will still say “Pick up where I left off”
- b. This allows you and other students to still update their open-ended questions and other fields until the application closes on May 15th.



Logging Back In

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 - ii. www.reach.acs.org
2. **Click on the “Finish My Application” Button**



* Please login using the email address associated with your ACS ID

3. **Log In**
 - a. Use your ACS ID username and password created from before
 - b. Click “Log In”



American Chemical Society → Login

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- Register for a Professional Education course
- Subscribe to and manage ACS email newsletters
- Manage your ACS, ACS Network, and other ACS application profiles

[Join ACS today](#). As a member, use your ACS ID to:

- Access exclusive online content and member benefits
- Pay your member renewal online when an invoice is available

Create a free ACS ID



The image shows a login form for ACS. It has a title 'Log In' and the ACS logo. There are two input fields: 'User Name' with the text 'test121212' and 'Password' with masked characters '....'. Below the fields is a blue 'Log In' button. At the bottom, there are links for 'Forgot User Name or Password?' and 'Help'. The entire login form is enclosed in a red rectangular box, and a red arrow points to it from the left.


4. Continue Application

- a. Click on the "Pick Up Where I Left Off" button

OVERVIEW

Student Application

Contact Information and Demographics step 1/6

 **Hi Testname, Welcome back to the Project SEED**

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Pick up where I left off

