#### The NJEDA Application Center is located at https://programs.njeda.com/

NJEDA Application Center

My Applications - | Compliance - | English - | Sign in

# NJEDA Online Application Center

Welcome to the NJEDA's online application Center.

To register for access to submit an application on this website, please review this link for details. For additional questions, call NJEDA at 1-844-965-1125

Interested in learning more? Please visit us at NJEDA.gov

To apply for the NJEDA Programs, click on the button named "NJEDA Programs" below.

Please DO NOT use Internet Explorer as your browser to complete this application as it is unsupported and may cause delays to your application processing. Alternative browsers include 'Microsoft Edge', 'Chrome', or 'Safari'.

Questions about submitting your application? Please contact NJEDA Customer Care at 844-965-1125



To access or create your account click "Sign in" at the upper right-hand corner of the page.



# If you have applied using the NJEDA Application Center previously – simply log in with your Username and Password

Forgot Password – Slide #3

First Time Registrants – Slide #6

Pop-Up Box (We recognize your email) – Slide #9

NJEDA Application Center		♠   My Applications →	Compliance -	English +   Sign in
	◆□ Sign in Register Redeem invitation			
	THIS IS NOT AN APPLICATION FOR NJEDA ASSISTANCE. THIS PAGE ALLOWS YOU TO CREATE A USER ACCOUNT THAT YOU WILL USE TO LOG IN TO NJEDA'S PRE-REGISTRATION AND/OR APPLICATION PORTAL.			
	If you are the first-time user, please click "Register" button on the top. Having trouble logging in?			
	Please review this video tutorial for further assistance.  Sign in with a local account			
	* User name			
	* Password			
	☐ Remember me?			
	Sign in Forgot Password/User name			

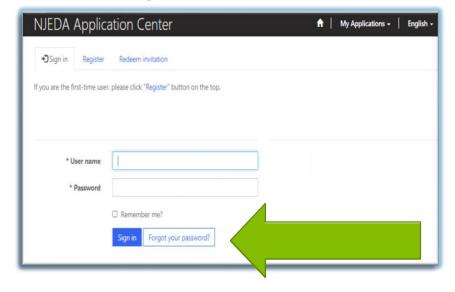
Forgot your Password or Username? Click on "Forgot Password/Username and proceed to slide #3 for instructions.

If you have any issues please call Customer Care 844-965-1125 and we will assist you.

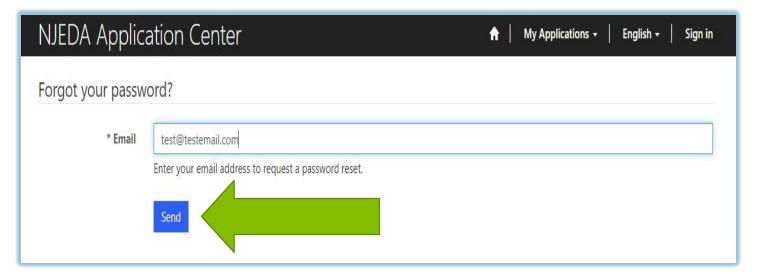


#### **Forgot your Password?**

1. Use the "Forgot Password" button to receive an email to reset



2. Enter your email address and click "Send"





#### **Forgot your Password?**

3. Check your email including Spam and Junk

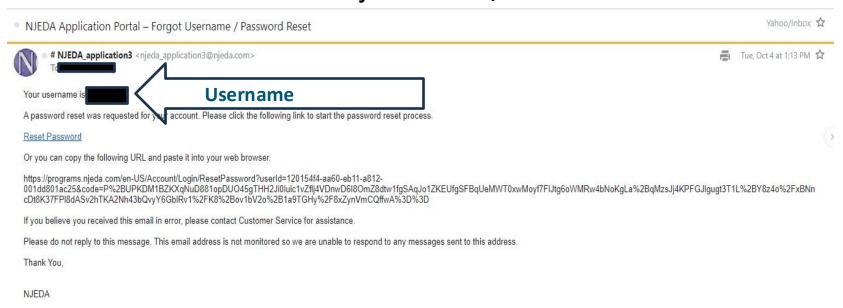
NJEDA Application Center

↑ | My Applications → | English → | Sign in

Forgot your password?

#### 4. Follow the instructions in the email

#### (Please note that the reset email also contains your Username)



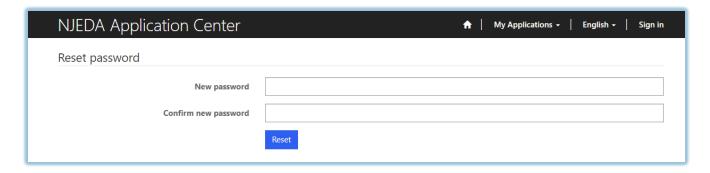
Please check your email to reset your password.



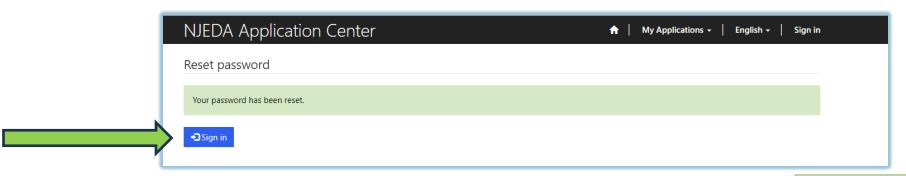
If you have any issues, please call Customer Care 844-965-1125 and we will assist you.

#### **Forgot your Password?**

5. Enter and Confirm your new Password, then click Reset



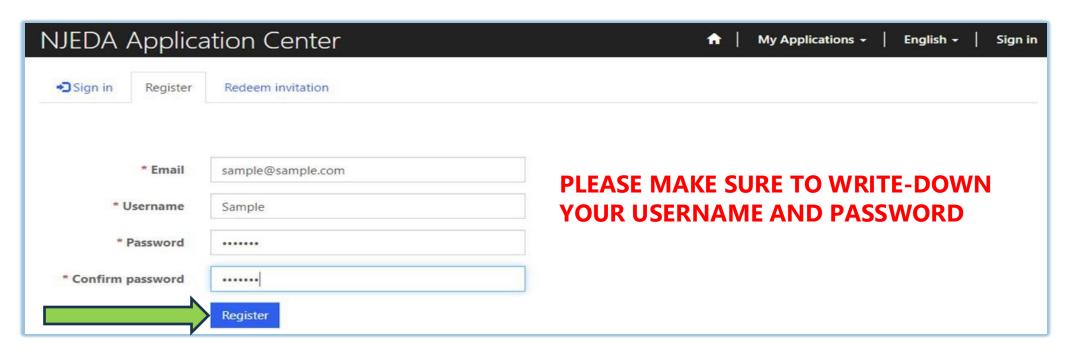
6. Click - Sign In – you will be directed back to the original Sign In screen





# First Time Registrants – Step One

- 1. Enter your email, username and password (Username can be the same as your email)
  - Passwords must contain 1 upper case letter, 1 lower case letter and be at least 8 characters
- 2. Once information is filled in click "Register"
- 3. If you receive a pop-up that notes your email is in our system, please skip to slide #9

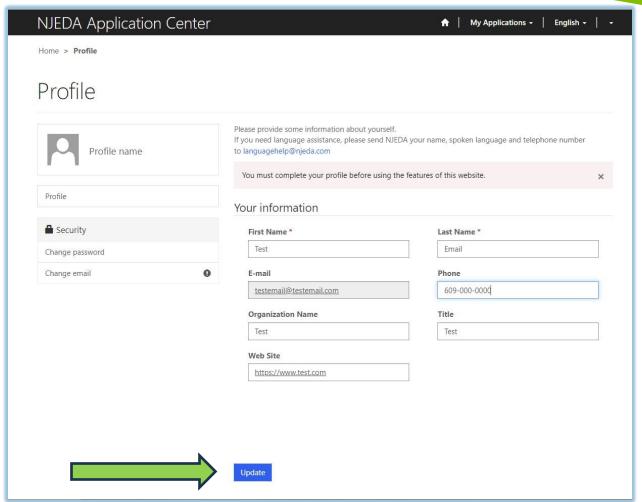




# First Time Registrants – Step Two

### Setting up your Profile

- 1. Once you click Register, you must enter "Your Information"
- 2. First Name, Last Name and Phone Number are required
- 3. Confirm your email address is correct (this will be the primary way the NJEDA contacts your business)
- 4. Once complete, click "Update"



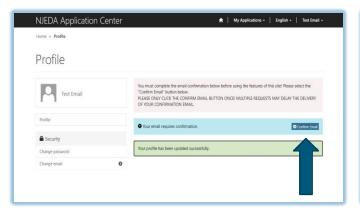


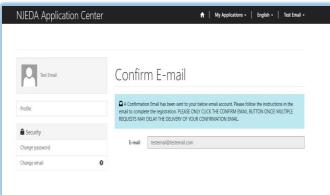
# First Time Registrants – Step Three

#### **Confirming Your Email**

- 1. Once "Your Information" screen is complete confirm your email address by clicking on "Confirm Email"
- 2. Go to your email and follow the instructions within the email (Be sure to check Junk and Spam folders)
- 3. Click on "Complete Registration" within the email, you will see a pop-up noting completion and will then be redirected back to the NJEDA Application Center please give this process up to 10 seconds to complete
- 4. You will see your name in the Upper Right Corner of the page which lets you know that you are signed-in to the portal

Please check your email Inbox including Spam and Junk folders.



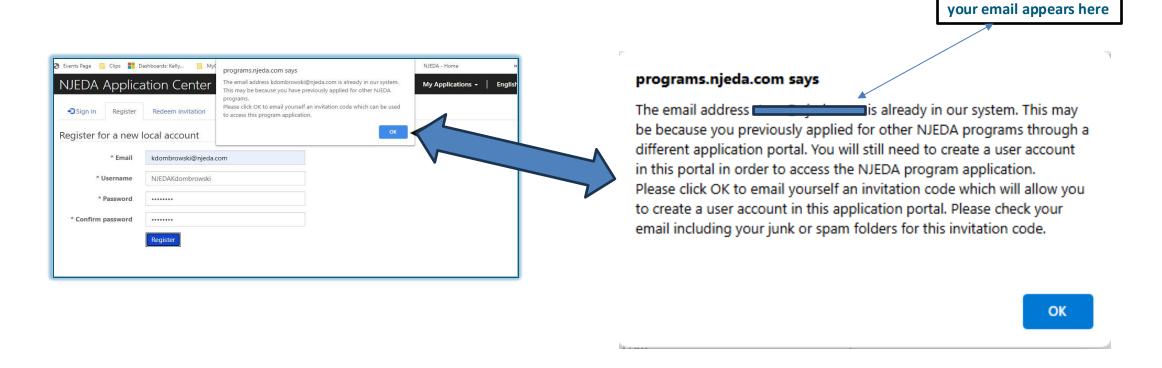






## First Time Registrants – <u>Pop-up box</u>

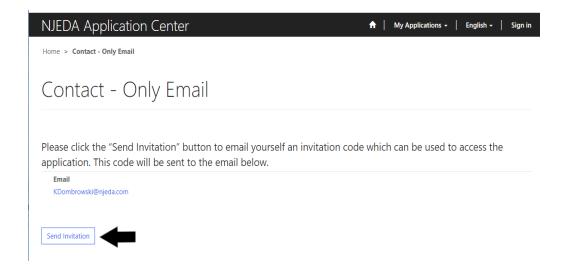
IF, when you dick "Register" a pop-up appears on your screen stating your email is in our system, please follow the instructions provided, starting with dicking on "OK".



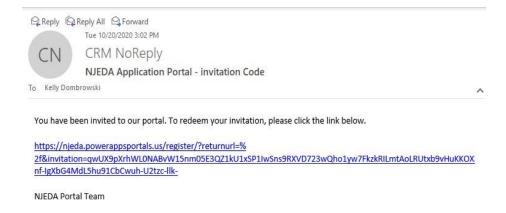


## First Time Registrants – *Invitation Code*

Next, dick on "Send Invitation".



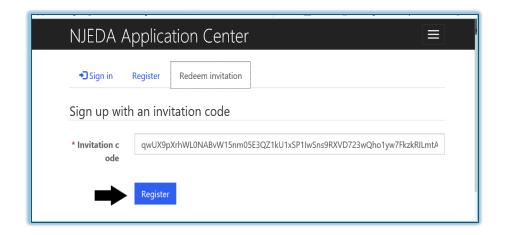
An email will be sent to the address you provided. Upon receipt, dick the link provided in the body of the email.

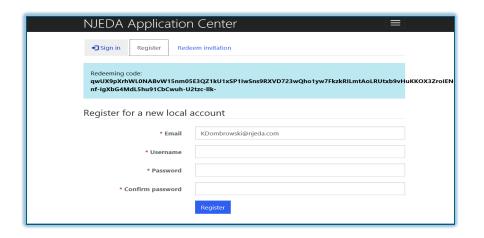




# First Time Registrants – <u>Invitation Code</u>

After clicking the link in the email, you will be returned to the NJEDA Application Center. Your Invitation Code will be pre-populated and you then need to click "Register". You will be directed back to the registration page where you will continue with the registration process.





Please proceed to STEP TWO on slide 7.

