

# Steps to complete the ANC application electronically.

## Step 1.

Download the <u>application</u> to your computer by clicking the save button that appears on the webpage as shown.



## Step 2.

Save the application to your Desktop for easy access.

- a. Double click on Desktop
- b. Name your application file
- c. Then click SAVE

C Desktop	✓ 4 Search Desktop
Organize  Vew folder	
A. Desktop	
Downloads     File server Eistname Lastname Application	
B. File name: Firstname Lastname Application Save as type: Adobe Acrobat Document	
A Hide Folders	C. Save Cancel

# Step 3.

Fill out the downloaded application. Once you complete the application, click the save button.

#### Step 4.

You are now ready to submit your completed application in any of the following ways:

- A. Email to (*fastest*): admissions@smail.anc.edu
- C. Print and deliver to: Admission Office Statehouse Hall

- B. Print and fax to: (870) 763-1654
- D. Print and mail to (*slowest*):
   Arkansas Northeastern College
   Attn: Admission Office
   P.O. Box 1109
   Blytheville, AR 72316