

### Online Application Instructions:

The University of North Carolina's School of Government is instituting a new online registration/application system available at <http://shopping.netsuite.com/sogstore>. You'll first need to create a profile. This will only be done once as this will be your login for any future SOG programs you attend.

Please follow the instructions below.

- Click on the link "Returning & New Customers click here to log in" on the SOG Store website or click here: <https://checkout.netsuite.com/s.nl?c=433425&sc=4&login=T&reset=T>
- Click under "New Customer" to get to the profile creation page. Complete the form, noting that all starred fields are required. Click "Submit".
- After being redirected back to our website, click "Applications" under "Courses" from the right-hand menu.
- You will now see the National CGCIO School listed in the middle of the page.
- Select the CGCIO course.
- Click the "Application Form" link at the bottom of the course description.
- Answer the course-related questions.
- Click "Submit."
- You will receive an e-mail verifying that your application has gone through.
- Applications will be received until May 15.
- Candidates will then be notified of acceptance into the program.
- Payment arrangements will be made after acceptance into the course. GMIS members receive a discounted rate.