

Program Management and Application

Quick Reference Guide for Specializations

As of March 2016, program application will be completed through Program Management and Application. This job aid covers how to apply to a Specialization.

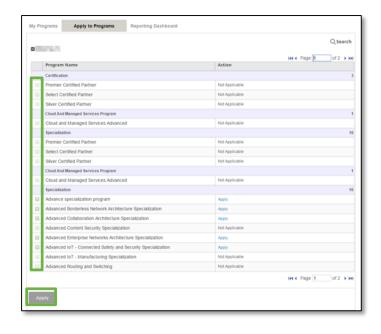
This Quick Reference Guide will help you:

- 1. Initiate your application
- 2. Understand how to complete Program requirements
- 3. Submit your application.

ACCESS PROGRAM MANAGEMENT AND APPLICATION: WWW.CISCO.COM/GO/PMA

1. INITIATE YOUR APPLICATION

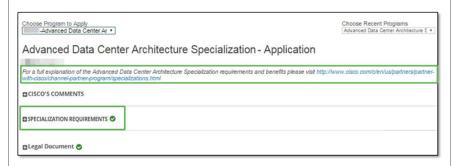
- A. Within the *Apply to Programs* tab, select the Specialization you would like to apply to.
- B. Click Apply.



2. COMPLETE PROGRAM REQUIREMENTS

Specialization Requirements

- A. In order to submit your application, Specialization Requirements may need to be met depending on Program rules.
- B. If requirements are met, a green check mark will indicate this next to each section.
- C. You can click the link to view Program requirements.



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Job Role Allocation

- A. Select an eligible contact from the drop down menu to fulfill each role.
- B. If there are no available contacts, go to the *Reporting Dashboard* to find a contact close to being eligible and ask them to sign up for the required courses. Access the **Reporting QRG** within "Help and Training" for more information.



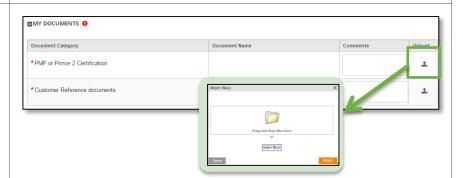
Questionnaire

A. If required, complete the mandatory questions.



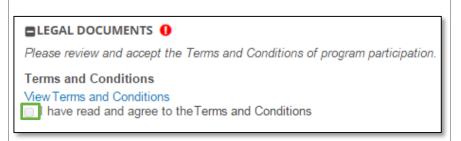
My Documents

A. If required, upload mandatory documents. They will be marked with an asterisk.



Legal Documents

- A. View Legal Documents.
- B. Accept Legal Documents.



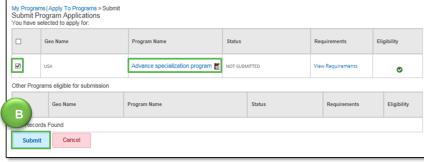
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3. SUBMIT APPLICATION

- A. Once all requirements are complete, click on Next.
- B. You will be redirected to the Submission Page. Click on Submit to complete your application.





ADDITIONAL RESOURCES

How can I learn more about Program **Management and Application?**

- See "Help and Training" menu option within Program Management and Application for detailed User Guides and Videos on Demand.
- If you need additional support, please log a case with Customer and Partner Services at www.cisco.com/go/cs or call 1-800-GO-CISCO (1-800-462-4724).