

# Application Setup Checklist

## Timeline and Key Milestones

*for the implementation of the new application integration.*

### May

Plan and prep  
with your team.



Review the [Slate Setup Guide](#).



Prepare your [Source Format](#).

Import your briefcase item and  
complete your mapping in Slate.



Prepare your  
[Supplemental Form](#).

Import your briefcase item and  
customize your institution-specific  
questions in Slate.

### June

Testing and  
setup begins.



Setup payment processing

This step is not required if you do not  
have an application fee.



[Configure Application Profile](#)  
requirements in Scoir.

### July

Testing and setup  
is finalized.



Validate and test the  
application integration.



Configure Application Rounds  
and activate your Application.

### August

Launch!



The application integration is  
live! Start receiving  
applications.