

# How to Login to Apply Hiring System for Applicants

FACULTY OF LIBERAL ARTS  
& PROFESSIONAL STUDIES



## Table of Contents

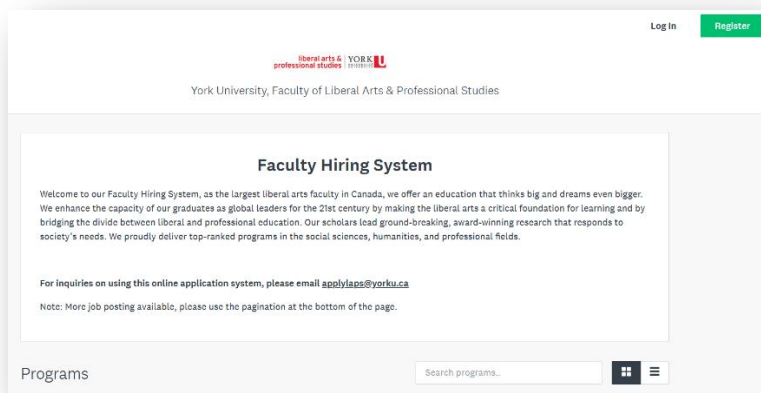
<b>NEW TO APPLY HIRING SYSTEM .....</b>	<b>2</b>
<b>APPLIED USING THIS HIRING SYSTEM.....</b>	<b>5</b>
<b>APPLIED USING THIS HIRING SYSTEM (FORGOT THE PASSWORD).....</b>	<b>7</b>

# How to Create an Account

## NEW TO APPLY HIRING SYSTEM

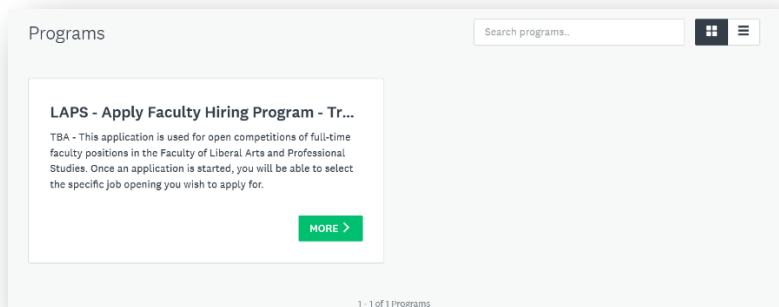
If you have never used the system, you need to complete these steps:

1. Go to Apply Hiring System: <https://apply.laps.yorku.ca/>.

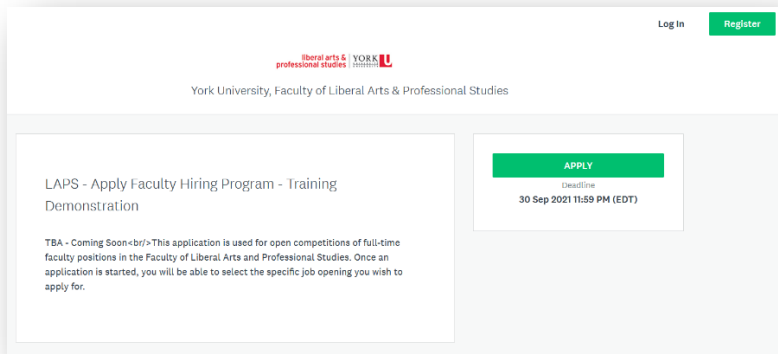


2. Find the Job Post.

Note: You can scroll down the page, you can use the search field, you can use pagination.

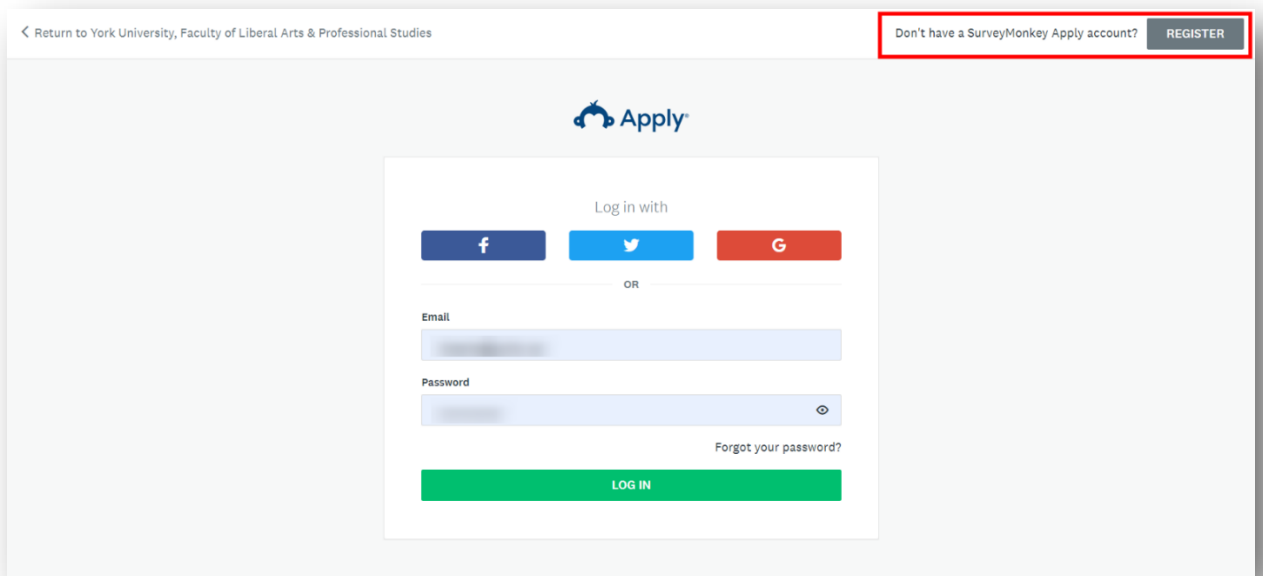


3. Click on More button.






4. Click on Apply button.

Note: If you have clicked on Apply for this job posting before, you need to click on “Login” to access your application. Clicking on Apply button again will create a new application for this job.



5. Click on “Register” button.

Register with

OR

First name


Last name

Email

Password

Confirm password

By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

☐ I'm not a robot 

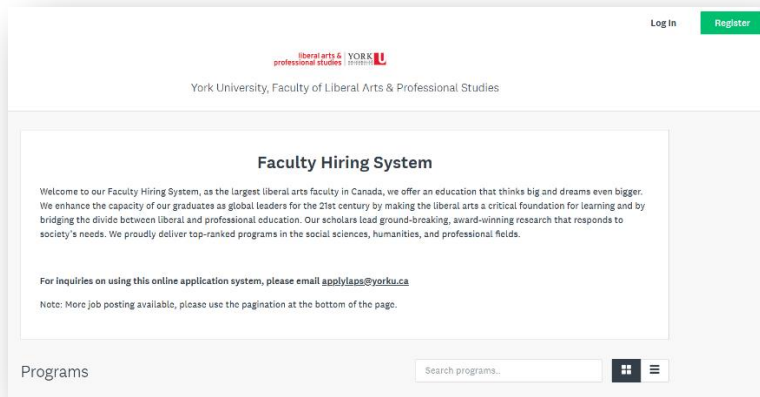
**CREATE ACCOUNT**

6. Enter the required information.
7. Click on **“Create Account”** button.

*Now you can continue with your application.*

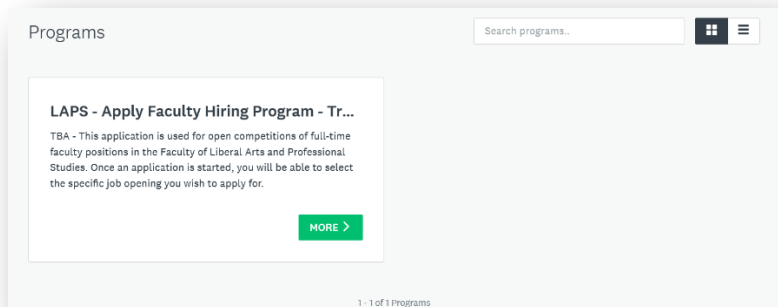
# APPLIED USING THIS HIRING SYSTEM

1. Go to Apply Hiring System: <https://apply.laps.yorku.ca/>.

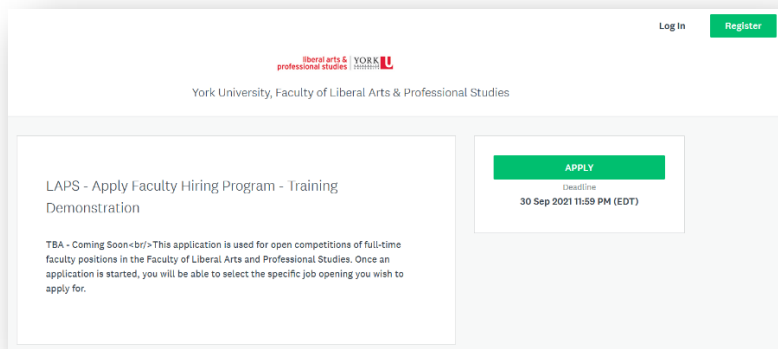


2. Find the Job Post.

Note: You can scroll down the page, you can use the search field, you can use pagination.



3. Click on More button.



4. Click on Apply button.

Note: If you have clicked on Apply for this job posting before, you need to click on “Login” to access your application. Clicking on Apply button again will create a new application for this job.

< Return to York University, Faculty of Liberal Arts & Professional Studies

Don't have a SurveyMonkey Apply account? REGISTER

Apply

Log in with

f Twitter G

OR

Email

Password

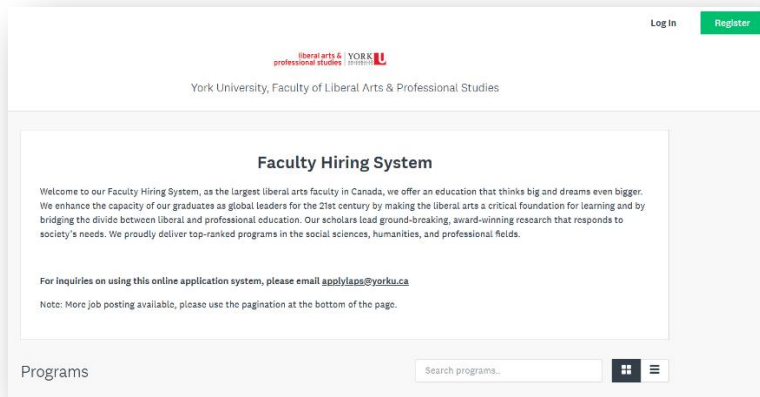
Forgot your password?

LOG IN

5. Enter your email address and password.
6. Click on “**Log In**” button.

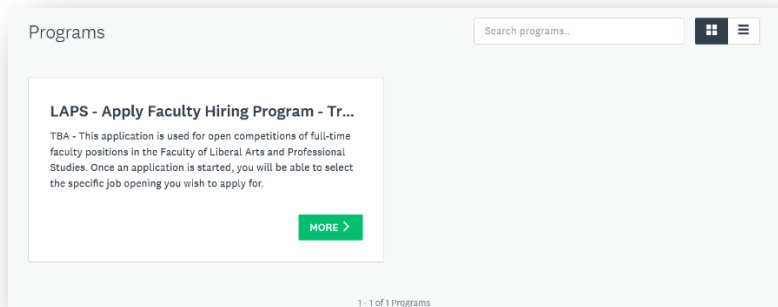
# APPLIED USING THIS HIRING SYSTEM (FORGOT THE PASSWORD)

1. Go to Apply Hiring System: <https://apply.laps.yorku.ca/>.

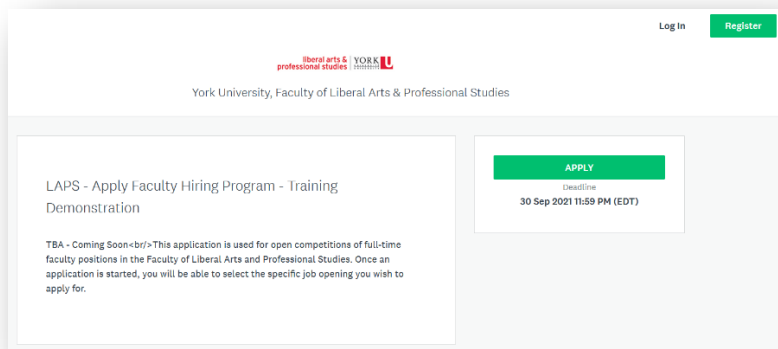


2. Find the Job Post.

Note: You can scroll down the page, you can use the search field, you can use pagination.




3. Click on "More" button.








4. Click on **“Apply”** button.

Note: If you have clicked on Apply for this job posting before, you need to click on **“Log in”** to access your application. Clicking on Apply button again will create a new application for this job.



Log in with

OR


Email

Password

[Forgot your password?](#)

**LOG IN**

5. Click on **“Forgot your Password?”** link.



Forgot your password?

Enter the email address associated with your account and we will send you instructions.

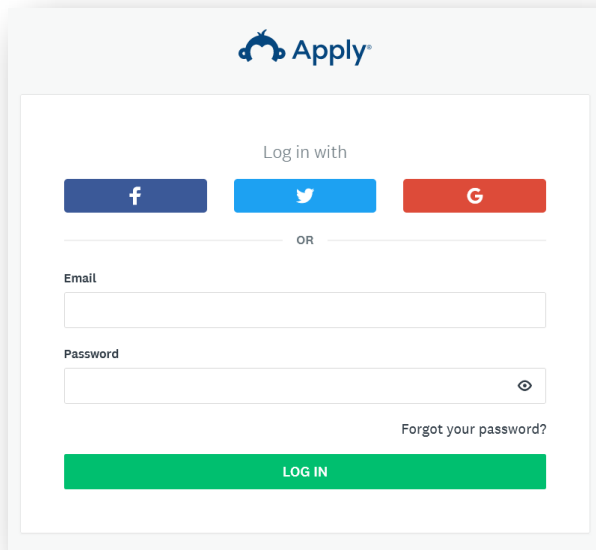
Email

**SEND INSTRUCTIONS**

[← Back to Log In](#)

6. Enter your email address.
7. Click on **“Send Instructions”** button.

8. Go to your Inbox and complete the instructions sent from [noreply@yorku.ca](mailto:noreply@yorku.ca).
9. Go <https://apply.laps.yorku.ca/>.
10. Find the Job Post.
11. Click on “**More**” button.
12. Click on “**Apply**” button.

A screenshot of the 'Apply' login interface. At the top, the 'Apply' logo is displayed. Below it, the text 'Log in with' is centered above three social media login buttons: Facebook (blue with 'f'), Twitter (light blue with bird icon), and Google (red with 'G'). A horizontal line with the text 'OR' in the center separates these from the standard login fields. There are two input fields: 'Email' and 'Password'. The 'Password' field includes a toggle icon (an eye) to show or hide the password. Below the password field is a link that says 'Forgot your password?'. At the bottom of the form is a large green button labeled 'LOG IN' in white capital letters.

13. Enter your email address and password.
14. Click on “**Log In**” button.