How to Login to Apply Hiring System for Applicants

FACULTY OF LIBERAL ARTS & PROFESSIONAL STUDIES

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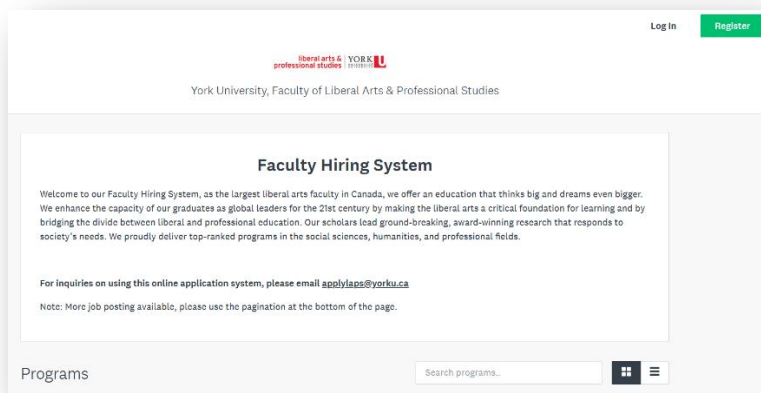
How to Create an Account

NEW TO APPLY HIRING SYSTEM

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

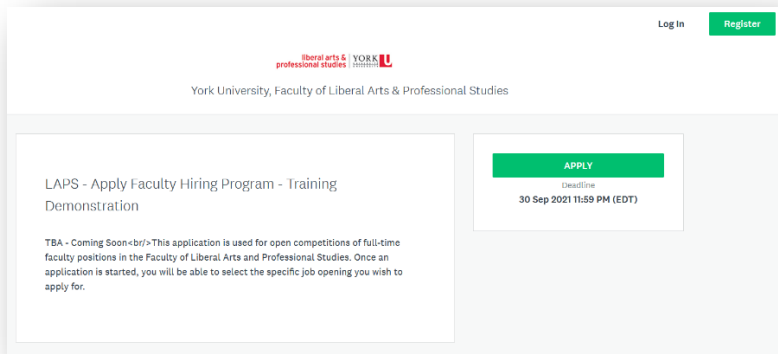1. Go to Apply Hiring System: https://apply.laps.yorku.ca/.

2. Find the Job Post.
   Note: You can scroll down the page, you can use the search field, you can use pagination.
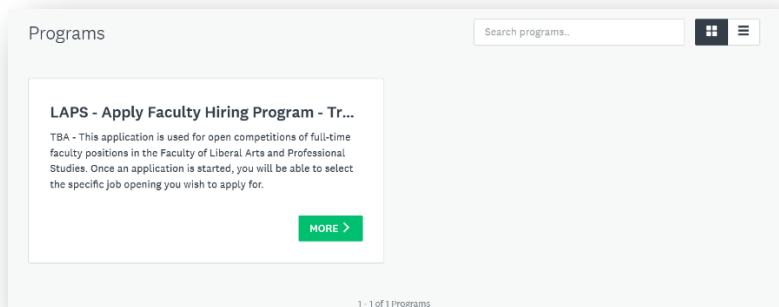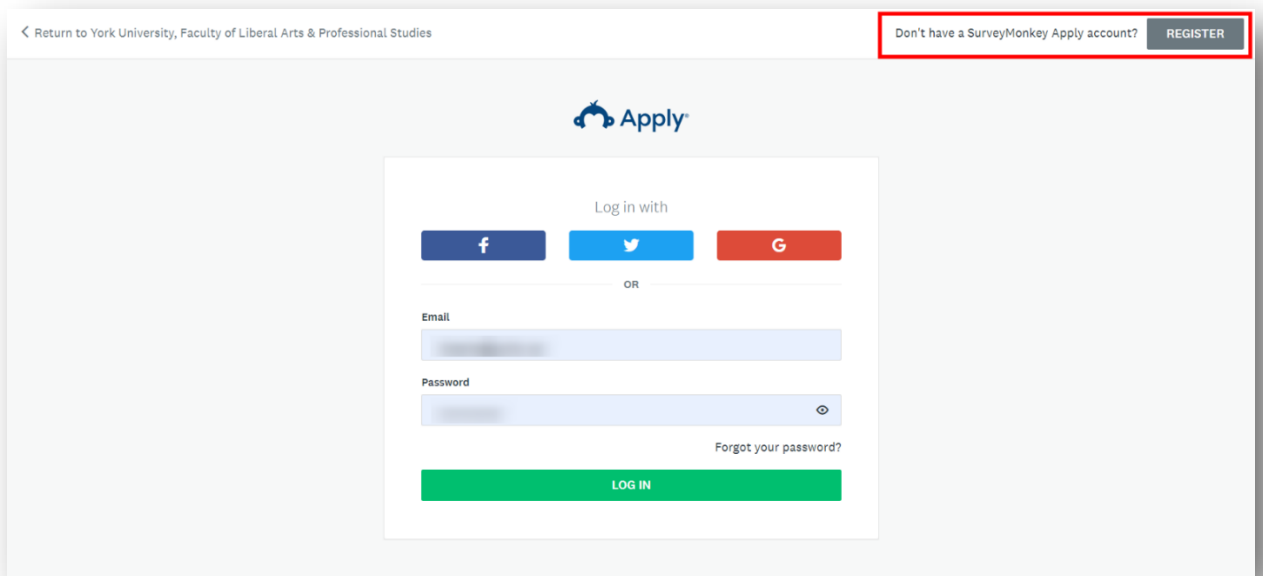

3. Click on More button.

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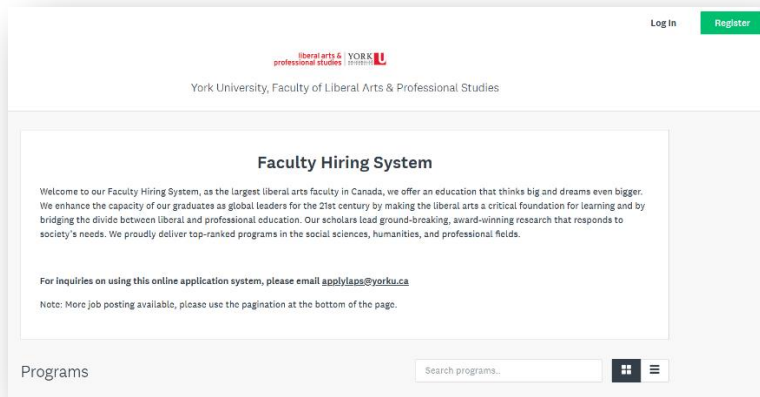
6. Enter the required information.
7. Click on "**Create Account**" button.

Now you can continue with your application.

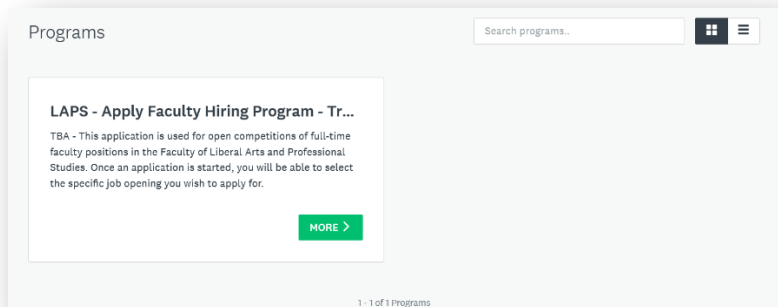# APPLIED USING THIS HIRING SYSTEM

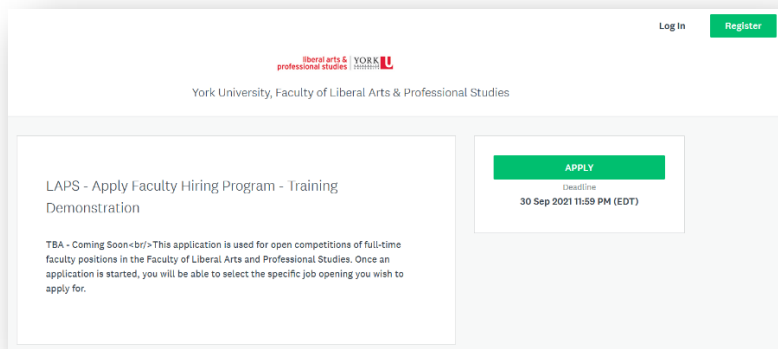1. Go to Apply Hiring System: https://apply.laps.yorku.ca/.

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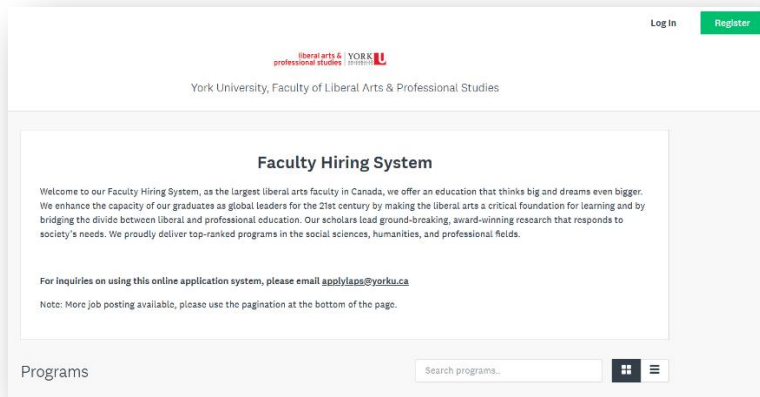

5. Enter your email address and password.
6. Click on "**Log In**" button.

APPLIED USING THIS HIRING SYSTEM (FORGOT THE PASSWORD)
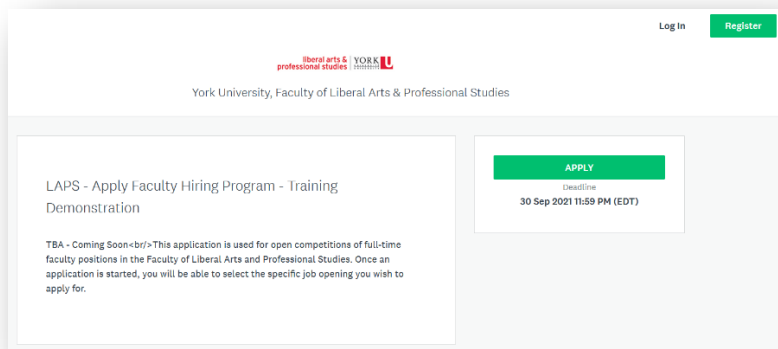
1. Go to Apply Hiring System: https://apply.laps.yorku.ca/.

2. Find the Job Post.
   Note: You can scroll down the page, you can use the search field, you can use pagination.
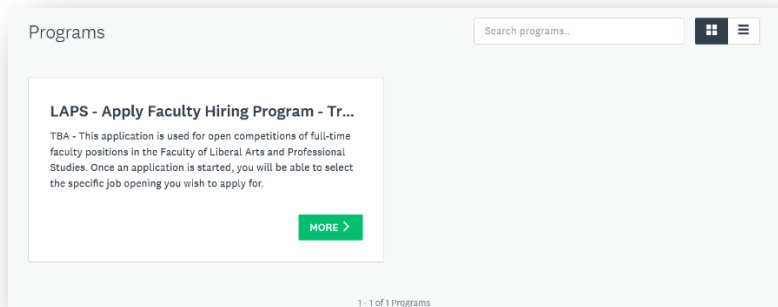
3. Click on "**More**" button.

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.

5. Click on "**Forgot your Password?**" link.
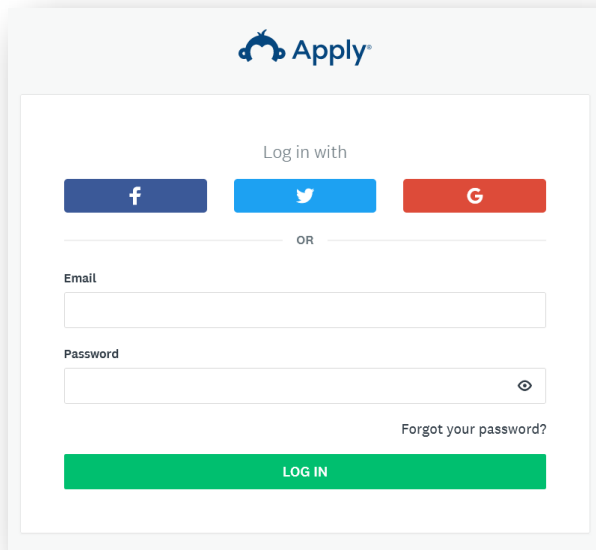
6. Enter your email address.
7. Click on "**Send Instructions**" button.

8. Go to your Inbox and complete the instructions sent from noreply@yorku.ca .
9. Go https://apply.laps.yorku.ca/.
10. Find the Job Post.
11. Click on "**More**" button.
12. Click on "**Apply**" button.

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