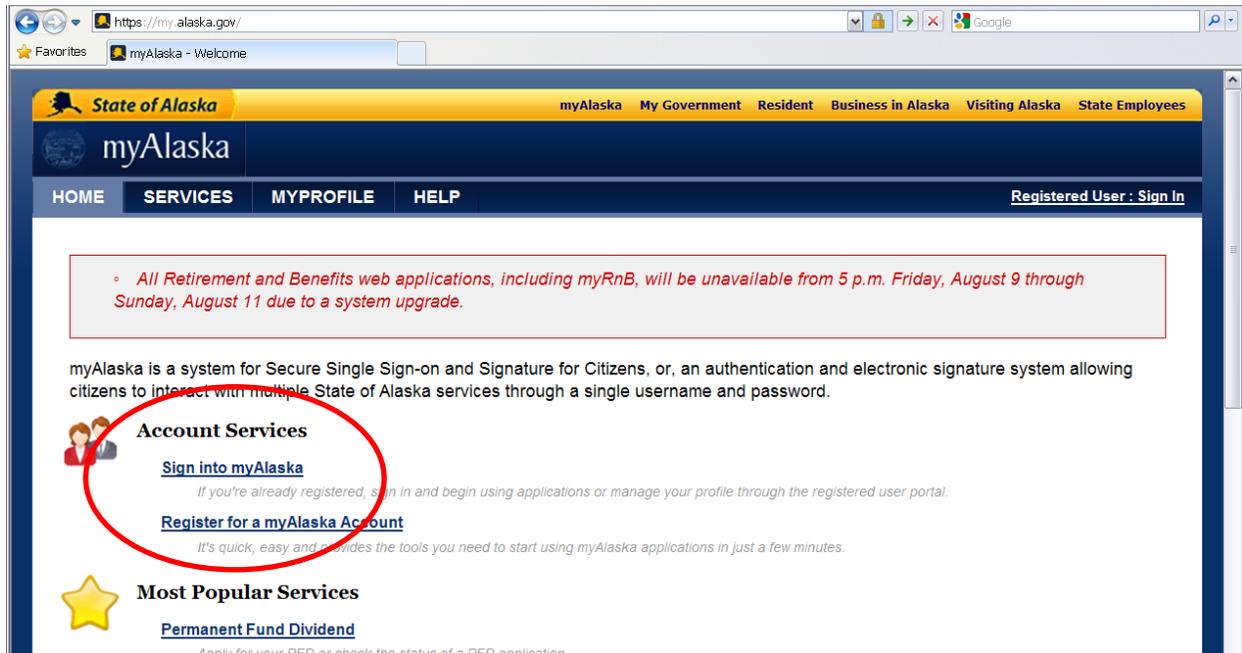


# Guide to the SHARP-II Online Clinician Application

## Part II: For Applicants

**Step 1:** Register for a myAlaska account, or sign in to confirm your existing credentials at <https://my.Alaska.gov/> :



**Step 2:** Send email to [Robert.Sewell@alaska.gov](mailto:Robert.Sewell@alaska.gov) requesting permission to apply, including the following information:

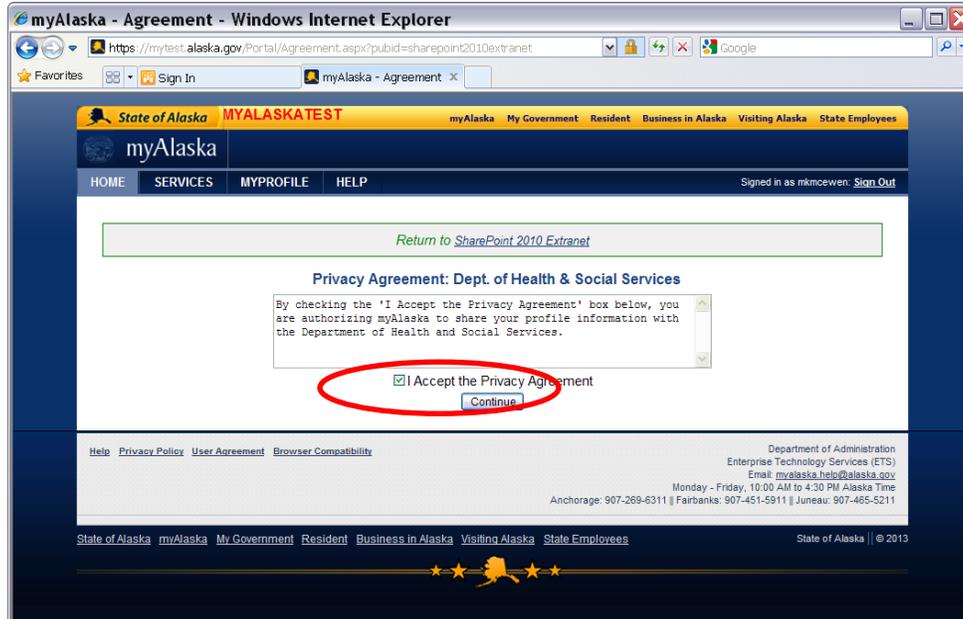
- Your first and last name as you want it to appear on your application
- Your myAlaska username
- Email address (should be the one associated with your myAlaska account)
- Telephone number
- Occupation, and
- Specialty, if applicable

Robert will confirm that you have been added to the applicant pool and notify you that you can proceed with your application using the online system.

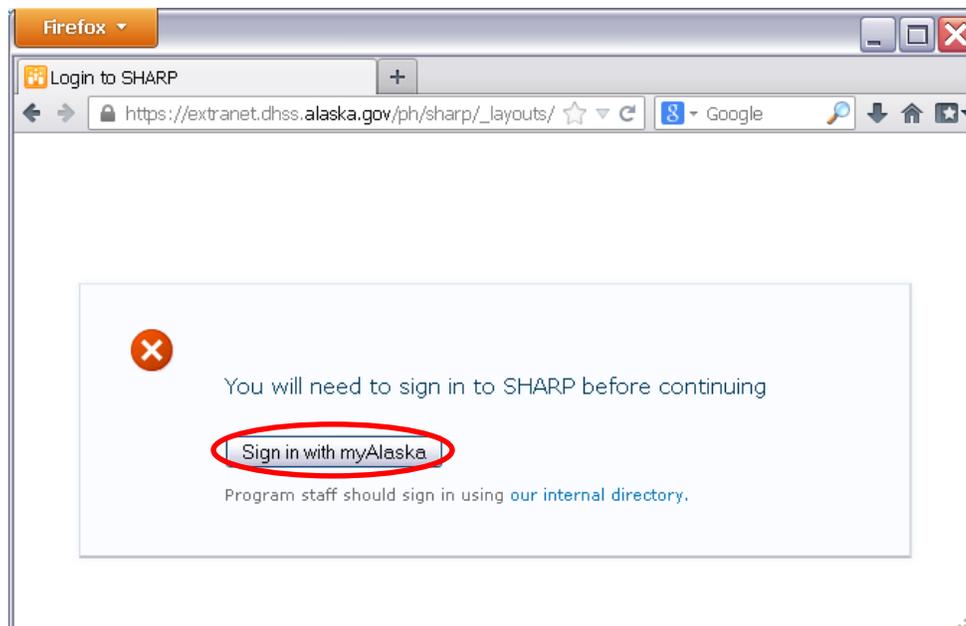
(note: Internet Explorer works better than Firefox or Chrome for working with SharePoint).

**Step 3:** Go to the site <https://my.alaska.gov/prerequisiteprocess?pubid=sharepoint2010extranet> and log in using your myAlaska credentials.

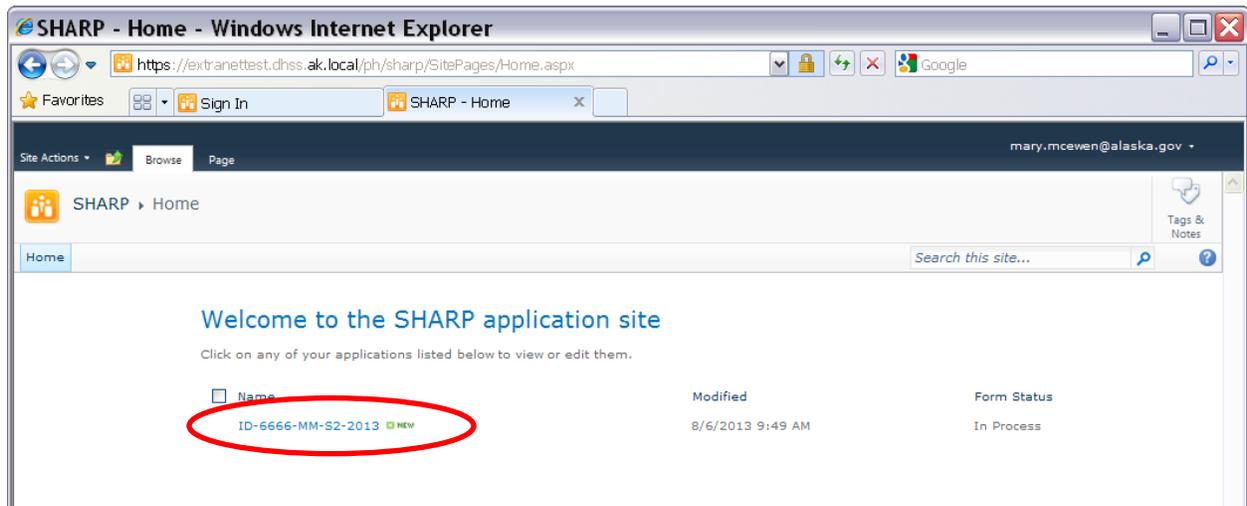
You will need to accept the Privacy Agreement and then “Continue” (you will only need to do this once).



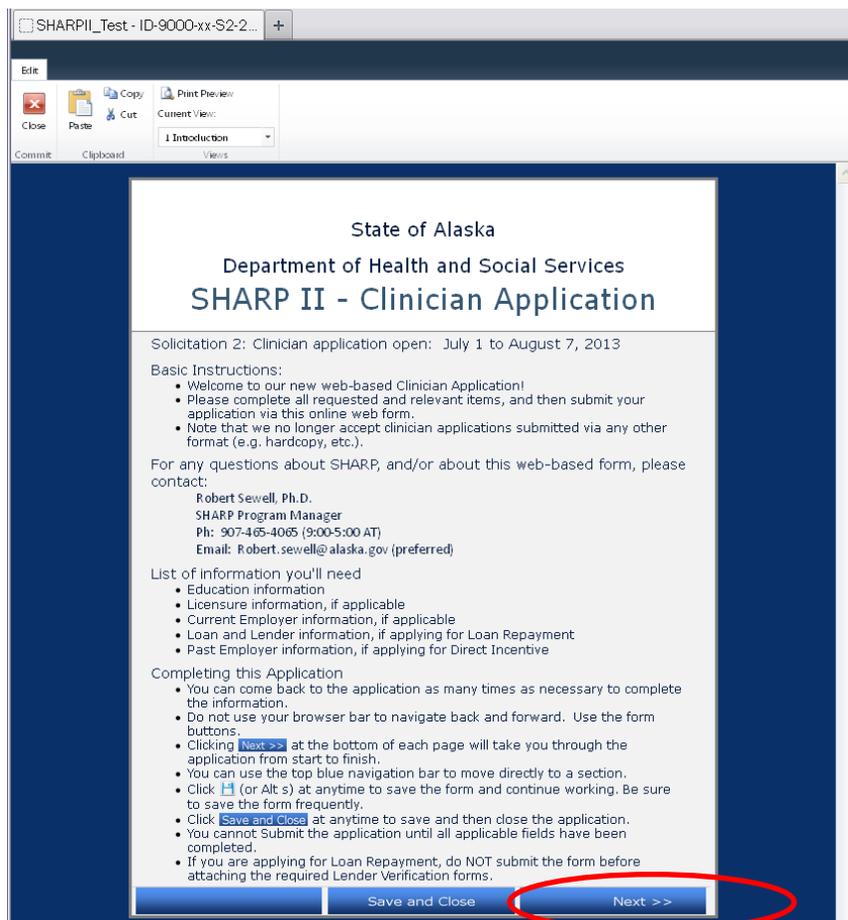
You will be directed back to the SHARP Application Site.



Click on the hyperlink to open the application that has been created for you:



**Step 4:** Follow the directions on screen to move through the pages of the online application. You may save your work, close the application, and return to it later if you wish.



**Step 5:** When you have completed your application, you will be directed to a page that will verify section-by-section that your application is complete.

Follow the instructions to return to any page identified as incomplete, and look for any fields marked in red that indicate missing information, for example:

**Step 6:** Submit your application when it is complete. The SHARP-II Program Manager will contact you if any additional information is needed.

### SHARP II - Clinician Application

Personal   Ed/Prof   SHARP   Questions

**Check for Missing Information**

This application cannot be Submitted if any required data is missing. This page is provided as an aid to find missing data.

Click the buttons below to check application sections for missing information.

Click any or to go to the related section.  
Missing data will be marked in red or highlighted in yellow.

Click at the top of the sections to return directly here.

When you have returned here, re-validate any sections you have updated.

When you have validated each section and there are no , click *Ready to Submit?*

Validate Section	Form Section	Section Status	
		Missing Data	Complete
	Part A(1) - Personal Information		
	Part A(1) - Education and Professional		
	Part A(2) - SHARP Support and Service Obligation		
	Part A(3) - Practice Site (Already Hired Only)		
	Part B - Loan Information (Loan Repayment Only)		
	Part C - Experience (Direct Incentive Only)		
	Part D - Questions		

<< Back
Save and Close
Ready to Submit?