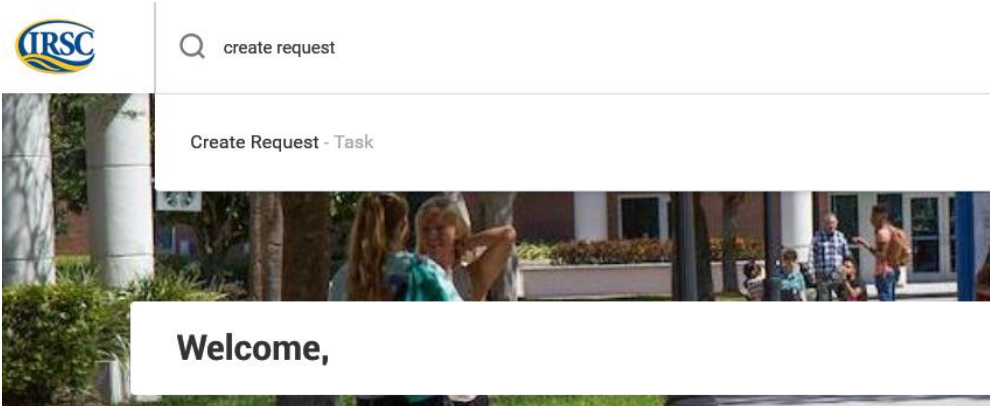
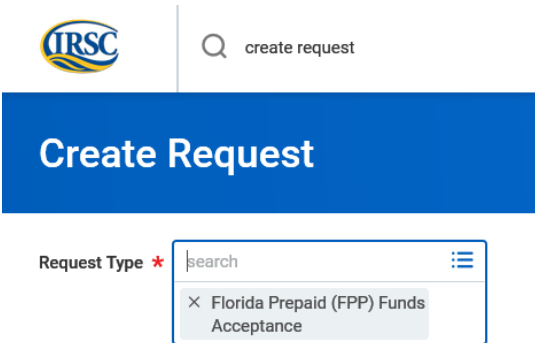


1. Type "Create Request" in the Search Bar with the magnifying glass on your student homepage.
2. Click Create Request in the Search Results



3. In the Request Type Box type FPP or Florida Prepaid and click OK.



4. In the Describe the Request box type the academic period (i.e. Fall 2018)
5. Select a term and acceptance radio buttons and click submit

