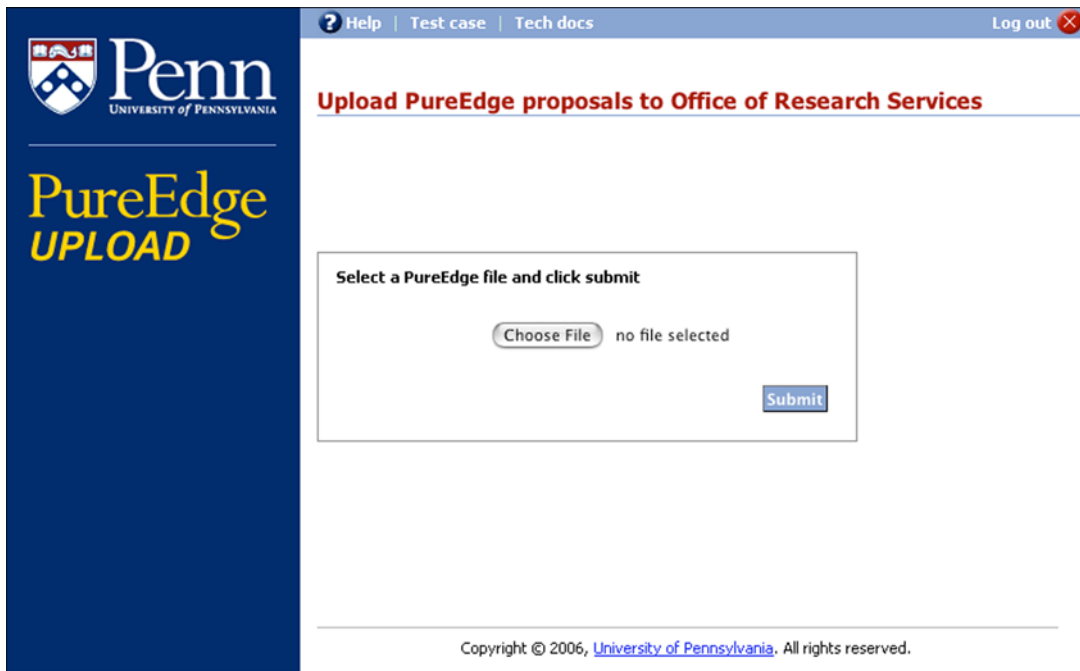


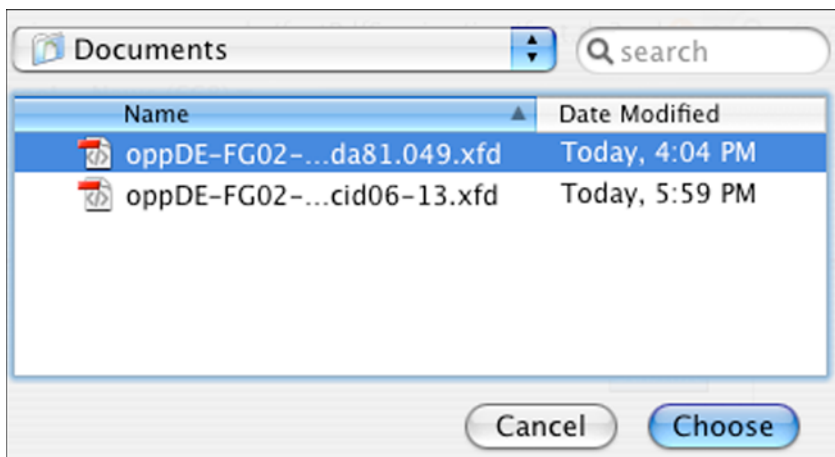
SENDING YOUR APPLICATION PACKAGE TO ORS

To send your completed application package to ORS:

1. Using a web browser, go to <http://www.upenn.edu/isc/apps/proposalupload/>.
2. Authenticate with your PennKey and PennKey Password.
3. At the Upload page, click the "Choose File" button to select the file you want to upload.



4. Navigate to the file you want to upload and click "Choose".



5. Click "Submit" to submit your file to ORS.



6. Click the "Log out" button in the upper right corner of the window to exit. An e-mail will be sent to the appropriate person in ORS alerting them that your application is ready for review.

For more information, contact Pamela Caudill at ORS at 215-573-6706 or your ORS pre-award contact.