Student Awards
Registering as a Contributor

Before your student's provisional award can be calculated you need to complete an income assessment. To do that you need to create a user account on the DESC Digital Services portal and register as a Contributor.
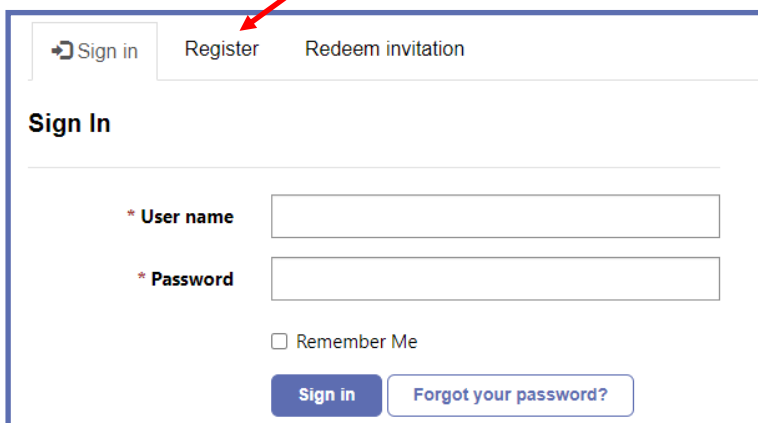
STEP ONE: Go to the Student Awards page on gov.im (copy and paste the url below into a web browser) and follow the links to the DESC Digital Services Portal:

www.gov.im/student-grants

STEP TWO: At the top of the DESC Digital Services screen click on **Sign in**:

🛡️ DESC Digital Services	Home	Sign in
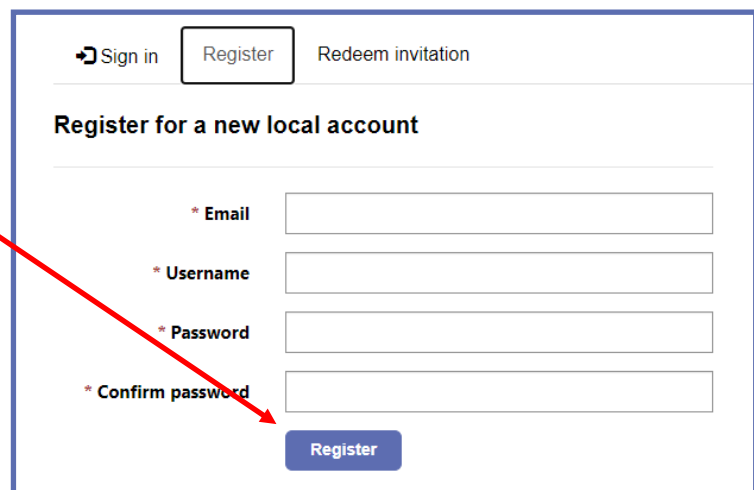
STEP THREE: Click the **Register** tab:

➡️ Sign in	Register	Redeem invitation

Sign In

* User name [_____]

* Password [_____]

☐ Remember Me

[Sign in] [Forgot your password?]

STEP FOUR: Complete the details on the screen, creating a **username** and **password** for yourself and click **Register**:

➡️ Sign in	Register	Redeem invitation

Register for a new local account

* Email [_____]

* Username [_____]

* Password [_____]

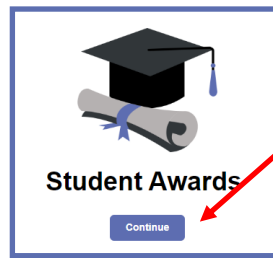* Confirm password [_____]

[Register]

Note:

You can reset your forgotten password online, however if you have forgotten both your username and your password you need to contact Student Awards.
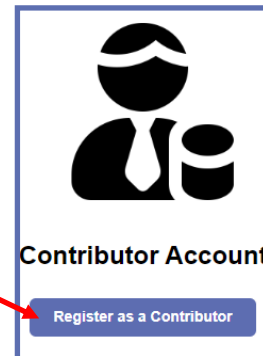
Student Awards
Registering as a Contributor (cont.)

STEP FIVE: On the DESC Digital Services page click on **Continue** on the Student Awards icon:

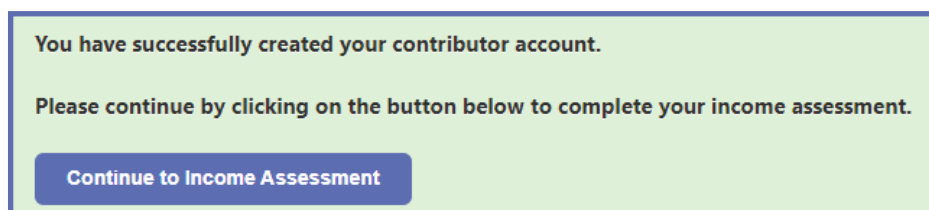**STEP SIX:** On the next screen click on **Register as a Contributor**:

STEP SEVEN: Complete the **Contributor's Personal Details** screen and click **Next**:

STEP EIGHT: View the **Privacy Notice**, change your declaration to **Yes** and click **Submit**:

You'll now see an onscreen message saying you have successfully created your contributor account:

You can either start your application straightaway by clicking **Continue to Income Assessment** or you can sign out and come back at a later date.