**National Defense University Student Profile Example Invitation Email**

**Welcome to the National Defense University (NDU)!**

Please follow the steps below to login and complete your NDU Student Profile. Completing all required fields should take approximately 15 minutes. Please complete your NDU Student Profile before**AUG 24, 2020.**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

Step 1.         Launch either **Internet Explore**r or **Google Chrome**.  These are the two Internet browsers that work best with the NDU Student Profile.

Step 2.         Next, **copy and paste** the following **link** into the address bar and press **Enter**.

 <https://siq.usalearning.net/?q=es-ay201617>

Step 3.         On the NDU Student Profile login page, enter your **USMS Username** and your **Studentid as your password**as listed below.

**USMS Username:** #username#

**Studentid:** #studentid#

Step 4.         Next, select **Log in**.

If you cannot access the login page, please confirm that your browser preference is set to “allow” for pop-ups.

Step 5.         Once you are logged in, please verify or answer any questions that apply to you, progressing through the survey using the **Next Page** button on each page.

Step 6.         Select “**Submit NDU Student Profile**” at the bottom of the last screen if you have completed all the questions or select **Save Draft**, if you would like to save your progress and return later to complete your profile.

If you need assistance with your username or password, please contact our NDU ITD **Service Desk**at (202) 685-3824 (weekdays 6:00AM to 6:00PM Eastern Time).  If you are not successful logging into the NDU Student Profile system after 3 attempts please call the NDU ITD Service Desk ***before*** anymore attempts.

***Thank you for taking time to complete your NDU Student Profile.***Your responses will allow the University to accurately manage your student records and utilize the information to better tailor your learning experience at NDU.