

How to apply in TAU Community portal – DoE

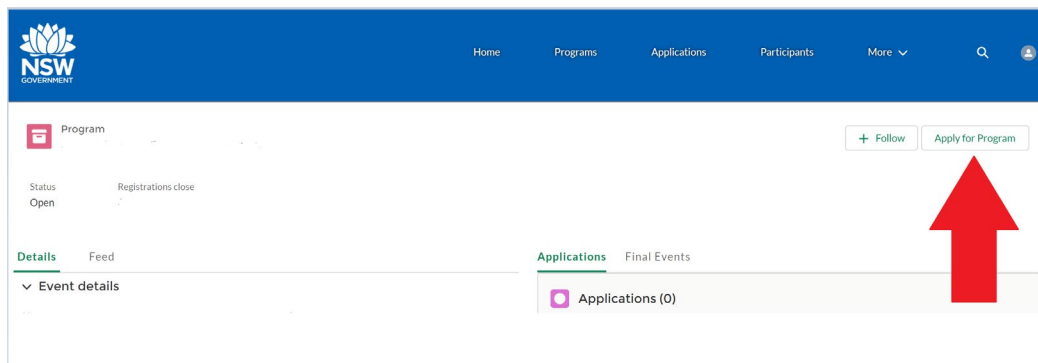
1. Go to [The Arts Unit Community portal](#) and use your **DoE staff log in**.

Tip: Add **The Arts Unit Community tile** to your essentials in [Staff portal](#) (under 'My websites').



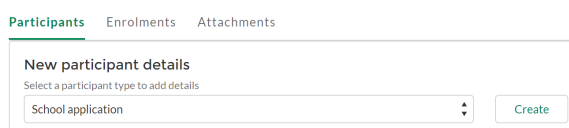
The Arts Unit Community

2. **Select the program** from the list under the **Programs** tab.
3. Select the **apply for program** button on the **right-hand side**.



4. **Follow the prompts**, confirming estimated **number of participating students** (not your whole school), your contact details and if you can be a [host school](#) (if required).
5. Select '**Finish**'. Your application will be sent to your **principal for approval**.

6. **Add participating student names** by selecting '**Create**' in your application under '**Participants**' on the right. **Once approved by principal, done!**



Tip: To **view** or **edit** your application, **select your application number** hyperlinked in blue under the '**Programs**' or '**Applications**' tabs.

