Initiating a New Application

(NOTE: This is only for the initial application; you will need to subsequently complete a full application in WebCAMP.)

NEW USERS

(Do not have an existing account in WebCAMP)

1. Copy and paste the following link in to your browser:
   

2. Select the Application Type and click Continue.

Initiate New Application

Please select the type of application you wish to submit:  
○ CTSI: Purchase of Service  
○ CTSI: Voucher Request

Questions? Contact ctsi@nyulangone.org.
3. Check off which services/resources you are requesting and click *Continue*. 

![Image of a form with options to check off services/resources]
4. Answer all questions listed regarding the study/subjects and click *Continue*.

5. Enter PI name, Brief Study Title, and your name (if you are not the PI), and click *Continue*.

6. Click *Continue* and a new account will be created for you. *Note that an account will only be created for the person submitting the application. If this is not the PI, the PI will not have an account created for him/her.* Click *Continue*.
7. Complete the demographic information – for both the PI and yourself, if applicable – and click Continue.

8. Set a password for your WebCAMP account – **your new password must have at least one capital letter and one number.** Click Continue.

9. Click on Close Window (not shown here) to exit and check your e-mail for a link to log into WebCAMP.
10. **Coordinator:** Click on the link in the e-mail to login to WebCAMP.

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**PI, if applicable:** You will receive the following email:

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Coordinator Name if applicable (on behalf of PI Name) has submitted a Notification of Intent (CTSI: Full Support) entitled "Brief Study Title". No action on your part is required; either the user already has access to ePAR or s/he has provided an e-mail address from a trusted partner institution.
11. Login using your Last name, First name and the Password you have just created for yourself.