Applicant help

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Modules

Modules are collections of related content, links, and/or services that appear on My.Seneca tabs (e.g. Home and My.Stuff). Modules allow you to view information important to you from within My.Seneca. If you have been a registered Seneca student within the past four semesters and want to view your application status, add the "Applicant - Application Status" module to one of your tabs.

"Add Module" and "Personalize Page" buttons appear on every tab that you can add modules to.

Add Module

The "Add Module" button allows you to add and remove modules.

To add the "Applicant - Application Status" module to a tab:

- 1. Click the **Add Module** button at the top left of the page.
- 2. From the list of available modules, select the check box to the left of the **Applicant - Application Status** title.
- 3. Scroll to the bottom of the page and click the **Submit** button to add it to your page.

Personalize Page

The Personalize Page button allows users to customize the layout of modules and colour scheme. Click on the **Personalize Page** button, select a module and use the directional arrows to change the position of the module. Choose a colour scheme for the modules and click the **Submit** button to save your changes to the tab layout.

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