

CROSSROADS EMERGING LEADERS PROGRAM

Instructions for Applying to the Crossroads Emerging Leaders Program

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Create XID Account

1. Go to this [link](#) to create an XID account. You **MUST** do this in order to apply. While applying for an XID make sure to fill in your **Email Address, First Name, and Last Name**. Please choose "Please use my email address as my login id" when prompted. **Plan to apply at least 48 hours before the deadline to avoid any issues.**

Create New XID

Please enter your information in the fields below. Note that the login id is case sensitive. This means that a login id value of 'john_doe' will be different than a login id value of 'John_Doe'. So when you log in at the HarvardKey login page, you must type your login id exactly as you enter it here.

However, the email address is **not** case sensitive. So an email address of 'john_doe@harvard.edu' is considered the same as a value of 'John_Doe@Harvard.Edu'. If you are choosing the option of using your email address as your login id, these rules will still apply. This means that when you log in at the HarvardKey login page, you must type your email address exactly as you enter it here.

If entering an email address, please make sure to confirm it and double check the address for accuracy. Entering an incorrect email address will prevent you from receiving an activation email and completing the registration process.

Be aware that XID account creation is almost instantaneous, but new account data may not be available to systems using XIDs for up to a few hours. (New XID users will be able to log in to the XID web site, but may not be able to access any other applications during that time period.)

Email address:

Email address confirmation:

Please use my email address as my login id.

Login Id:

Prefix:

First name:

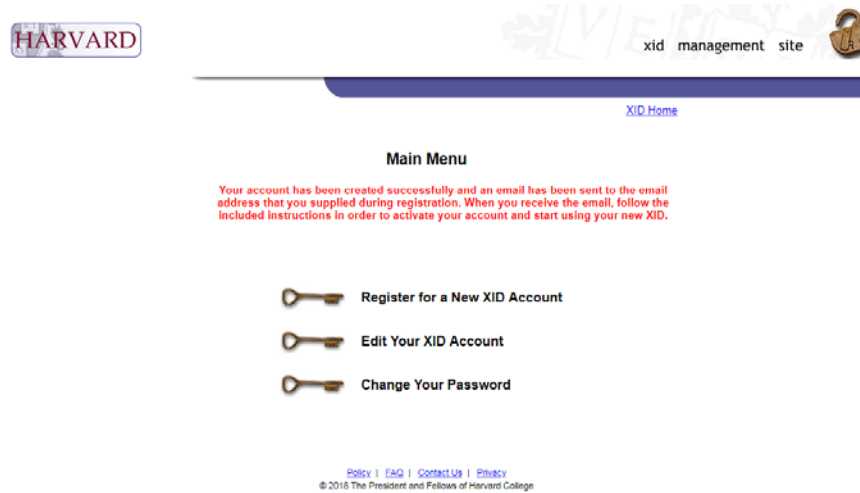
Middle name:

Last name:

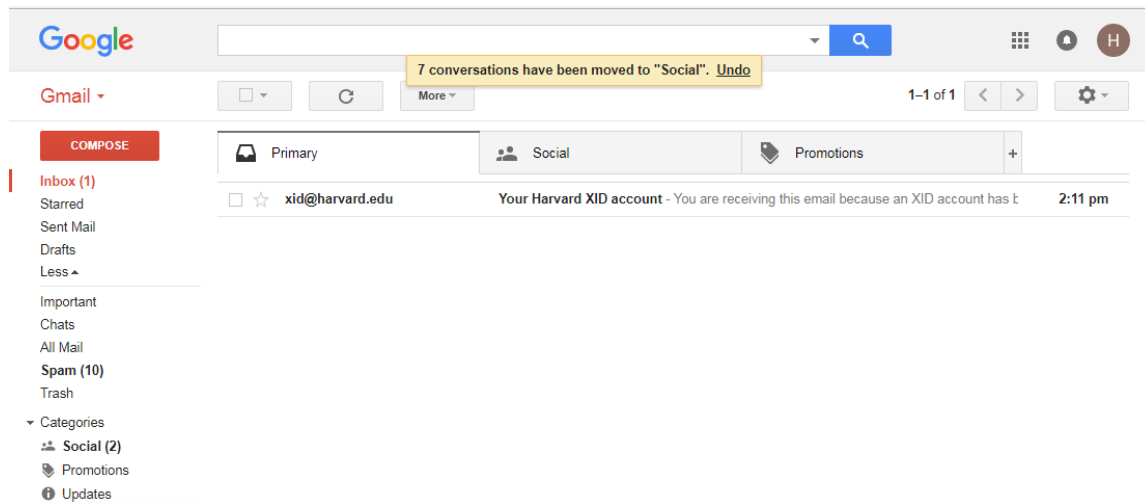
Suffix:

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2. Once you fill in this information and click “Register” you will be taken to the below screen. The screen should say that your account has been created successfully. If you ever need to change your password or edit your XID account, you may go back to this [link](#).

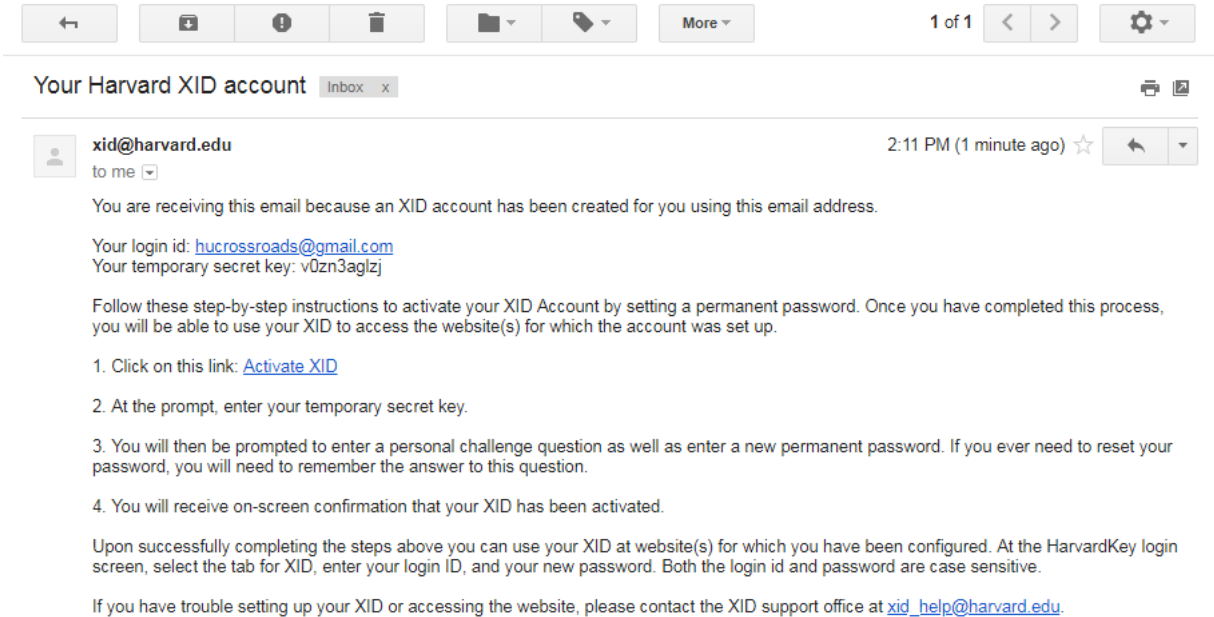


3. Login to the email that you provided when requesting an XID and follow the instructions on the email from the XID system. If you do not see it on your inbox, please check your spam folder. **Please make sure to do this step before applying through CARAT.**



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4. Follow the instructions detailed in the email.



The screenshot shows an email interface with a toolbar at the top containing icons for back, forward, search, delete, and more. The email header indicates it is from 'xid@harvard.edu' and received '2:11 PM (1 minute ago)'. The body of the email contains the following text:

You are receiving this email because an XID account has been created for you using this email address.

Your login id: hucrossroads@gmail.com
Your temporary secret key: v0zn3aglzj

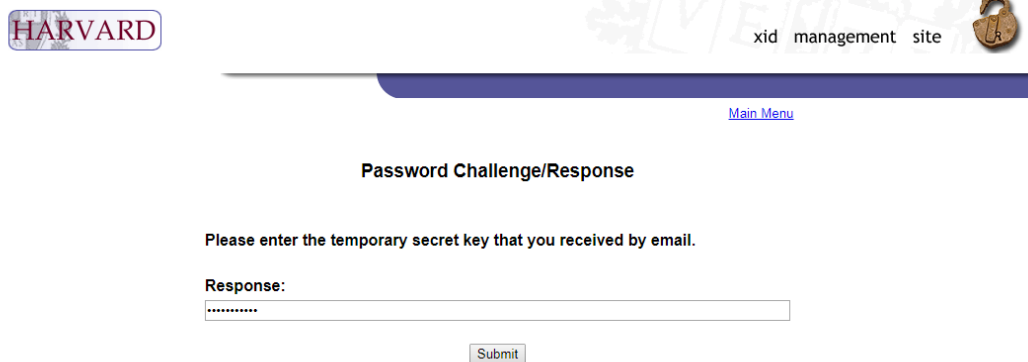
Follow these step-by-step instructions to activate your XID Account by setting a permanent password. Once you have completed this process, you will be able to use your XID to access the website(s) for which the account was set up.

1. Click on this link: [Activate XID](#)
2. At the prompt, enter your temporary secret key.
3. You will then be prompted to enter a personal challenge question as well as enter a new permanent password. If you ever need to reset your password, you will need to remember the answer to this question.
4. You will receive on-screen confirmation that your XID has been activated.

Upon successfully completing the steps above you can use your XID at website(s) for which you have been configured. At the HarvardKey login screen, select the tab for XID, enter your login ID, and your new password. Both the login id and password are case sensitive.

If you have trouble setting up your XID or accessing the website, please contact the XID support office at xid_help@harvard.edu.

5. When you click on the “Activate XID” link listed in the email, you will be taken to the below page. Please enter the temporary secret key password included in the email:



The screenshot shows the 'xid management site' interface. It features a Harvard logo on the left and a padlock icon on the right. Below the header is a blue navigation bar with a 'Main Menu' link. The main heading is 'Password Challenge/Response'. The instructions state: 'Please enter the temporary secret key that you received by email.' Below this, there is a 'Response:' label followed by a text input field containing several dots. A 'Submit' button is located at the bottom of the form.

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- After you enter and submit the temporary secret key password, you will be taken to the below page. Please create a challenge question, response, and password. You will be using this password to log into CARAT.



Set Password

Your password challenge and response are used when you wish to reset your password. You will be prompted with the challenge that you enter below and expected to answer with the response that you are providing.

The password that you enter here will act as your personal XID password. You will use it to authenticate yourself on the HarvardKey login page whenever you attempt to access a web site that requires you to login.

Please note that these fields are case sensitive, so you will need to remember exactly how you entered these values.

[Personal Challenge & Response Guidelines](#)

Enter a [personal challenge](#):

(Example: What's the name of my favorite food and the name of my favorite vacation spot?)

Enter a [response](#) to your personal challenge:

Confirm your response:

Enter your new password:

Confirm your new password:


- After you set up your password and challenge question, you will be taken to this screen. **PLEASE WAIT 24 HOURS BEFORE LOGGING INTO CARAT.**





[XID Home](#)

Main Menu

Congratulations! Your XID Account is now active.

 [Register for a New XID Account](#)

 [Edit Your XID Account](#)

 [Change Your Password](#)

[Policy](#) | [FAQ](#) | [Contact Us](#) | [Privacy](#)
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8. **Success! You can now [login to CARAT here](#) with the **XID details you've just created**. Please toggle to the "XID" tab on the login page. (Make sure that it says "XID LoginID"). You can enter the email address and password that you provided when requesting an XID.**



MENU

HARVARDKEY

Please Log In

To log in, please select your login type from the tabs below and enter your credentials. If you're not sure what login type to use, [look here for how you login with HarvardKey](#).

HarvardKey XID

XID LoginID:

Password:

Login

Update Profile Information in CARAT

9. When you are able to login to CARAT, you will be taken to the below page. Please fill out all fields of requested information on the "My Profile" tab (please enter N/A when asked for "Visa Type"). Click "Save My Changes" at the bottom of the page, then click on the below link to complete your application to the Crossroads Emerging Leaders Program.

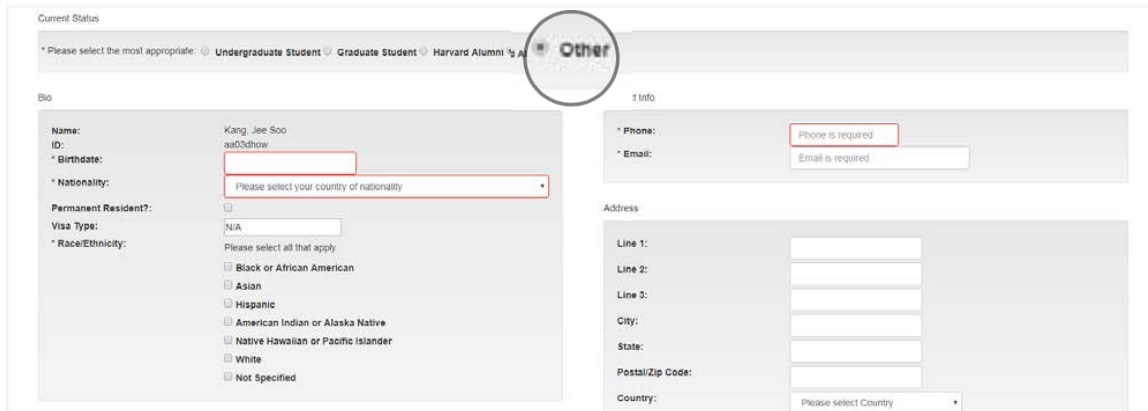
Your profile is missing some essential elements. Please verify that your information is up to date and complete, so that your application can be given proper consideration.

Profile Instructions

- Please take a moment to review and provide any information below - click the 'Save My Changes' button below when finished.
- This information will be included in all your CARAT applications upon submission.
- Any information you enter directly on this form will only be updated in CARAT, and "not" in any other Harvard online systems.

XID

Personal Information



Current Status

* Please select the most appropriate: Undergraduate Student Graduate Student Harvard Alumni Other

Bio

Name: Kang, Jee Soo
ID: as03dhow
* Birthdate:
* Nationality: Please select your country of nationality
Permanent Resident?:
Visa Type: N/A
* Race/Ethnicity: Please select all that apply
 Black or African American
 Asian
 Hispanic
 American Indian or Alaska Native
 Native Hawaiian or Pacific Islander
 White
 Not Specified

1 Info

* Phone: Phone is required
* Email: Email is required

Address

Line 1:
Line 2:
Line 3:
City:
State:
Postal/Zip Code:
Country: Please select Country

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Applying to the Crossroads Emerging Leaders Program

10. After you update and save your information, you can then [apply for Crossroads directly here](#). We look forward to receiving your application to the Crossroads Emerging Leaders Program!

Create new CARAT Application to Crossroads Emerging Leaders Program

Application Instructions

Funding Source

Additional Questions

File Uploads

Submission

Funding Source Number: 7124

Direct Link: <https://carat.fas.harvard.edu/applicant/newApplication?applicationPurposelid=6&fundingSourceid=7124>

Primary purpose: Purposeful travel

Application available as of: 12 Midnight 7/09/2019

Next deadline: 12 Noon 8/30/2019

Website:

Please consult the [Frequently Asked Questions](#) (FAQs) page before reaching out to us with any questions. If you have any further questions, please direct them to admin@hbsgcc.org.

Important note: If you do not have all the information available when you first create your XID login details, you can always come back to the application form by logging in with your newly created password. Please be sure to save your application information before closing the window. You do not need to create a new profile or ID every time you log in. Keep using the same login email and password from your initial account set-up.

Good luck!