Addition of "something else"

1. Log into your [LVIS](#) account.
2. Click the BLUE **Add an Instructional content area** box.
3. **Click Add Something Else?**
4. **Choose the option that best fits your situation**
5. Select your license from the drop down menu and type in the area you wish to add.
6. Answer the questions. Upload required documentation, if requested. Click **Next**.
7. Upload the required documentation and optional documentation. Click **Next**.
8. If you have everything completed, you will be able to **Submit Application**. If not, you need to fix what is missing.   Missing materials will be in **RED.**
9. Click the link to pay for all pending applications.
10. Mark the box under **Pay?**
11. Fill out all the Billing information.
12. Click **Review Summary**.
13. Check the box next to the Refund Policy.
14. Click **Submit**.

At any point you need to stop the application, click **Save for Later**. To check the status or return to your application, click "Application Status" on the right hand side when you are in your [LVIS](#) account.