Entering Academic Credentials

APL nextED is a secure, easy-to-use online database for storing information about faculty achievements such as teaching, research and publications, service, and engagement. Faculty are encouraged to verify that their academic credentials are correctly entered in APL nextED.

**STEP 1: Login**

Login to APL directly at

http://app.aplnexted.com/login/valdosta

OR

Log in to APL from the VSU homepage:

Select **MyVSU** link

Select **Faculty Portal**

Log in to the Success Portal using
your Active Directory/BlazeVIEW username and password.

Click **Log In**

Select the **Resources** tab

Click on the **APL nextED** link to be redirected to the APL home screen.
STEP 2: View, Verify, Enter, and/or Edit Academic Credentials

Select **Credentials** from the left Profile menu **OR** select **View Profile**, then select **Credentials**

**Faculty Profile**

Select **Credentials** from the left Profile menu **OR** select **View Profile**, then select **Credentials**

If you are a new instructor, you should enter all academic credentials which appear on any post-secondary academic transcript. Add one credential at a time and click **+Add**. All fields are required. Do not enter licensures or certifications here.

If your credentials were entered in Digital Measures, they will be imported to APL nextED. Verify and modify any entries.

For questions about entering credentials, contact Dr. Michael Black at apl [at] valdosta.edu. This handout is posted online at [http://www.valdosta.edu/administration/sacs/faculty-credentials.php](http://www.valdosta.edu/administration/sacs/faculty-credentials.php)