You will need:

- Internet connection
- Your JHED ID and password
- Web browser: Firefox, Safari or Chrome
1. https://applygrad.jhu.edu/manage

Enter your
JHED credentials
2. Click Database.
Click **Awaiting Release**.

In order to ensure that decisions are released on the specific date and time, please specifically select the date and time (in Eastern Time) that you want to release decisions.

- **Release Date**: 08/31/2018 11:00 AM
- **Expiration Date (optional)**: 09/08/2018 12:00 AM
Select the applicable check boxes next to Decision Groups.

In order to ensure that decisions are released on the specific date and time, please specifically select the date and time (in Eastern Time) that you want to release decisions.

- Release Date: 08/31/2018, Time (Eastern Time): 11:00 AM
- Expiration Date (optional): 09/08/2018, Time (Eastern Time): 12:00 AM
Select the applications to be released in each group.

In order to ensure that decisions are released on the specific date and time, please specifically select the date and time (in Eastern Time) that you want to release decisions.

Release Date: 08/31/2018, Time (Eastern Time): 11:00 AM
Expiration Date (optional): 09/08/2018, Time (Eastern Time): 12:30 AM

Release
Select the release date and time.

**Note:** expiration date is optional.
Click Release.

The applications will go into the Queued for Release status where they will be processed once the date/time is reached.