1. Before requesting an account, check if you already have one. You can check this by attempting to log in to the cluster, according to the instructions at "Logging in to the NYU HPC Clusters".

   If you don’t have an account already:

2. First you need a valid NYU NetID
   Your HPC sponsor (TODO link to sponsorship guidelines) can request one for you [here](#).

3. Next you need a valid NYU Google account to receive emails, as does your HPC sponsor - contact us at hpc@nyu.edu if you need assistance with this.

4. Log into the NYU Identity Management service (IIQ):

   When you log in to IIQ you will see a screen like the image below. Click “Request/Renew HPC Account”

![IIQ Screen](image.png)

5. You should see a form like this:

![Request Form](image.png)

   If you are not a full-time NYU faculty member, you will need an NYU faculty member to sponsor your application. This is probably your thesis supervisor, or NYU collaborator.

6. Hit submit, and the request will go to your sponsor to approve (if applicable), and your account will be created, usually within a day of being approved.

   You will be returned to the dashboard, and now you should see your request in the “Pending Approvals” tables, as shown below:
7. If after a few days you still do not have an account, check with your sponsor - they may have missed a step in the approval process. If you are still stuck, contact us at hpc@nyu.edu for assistance.