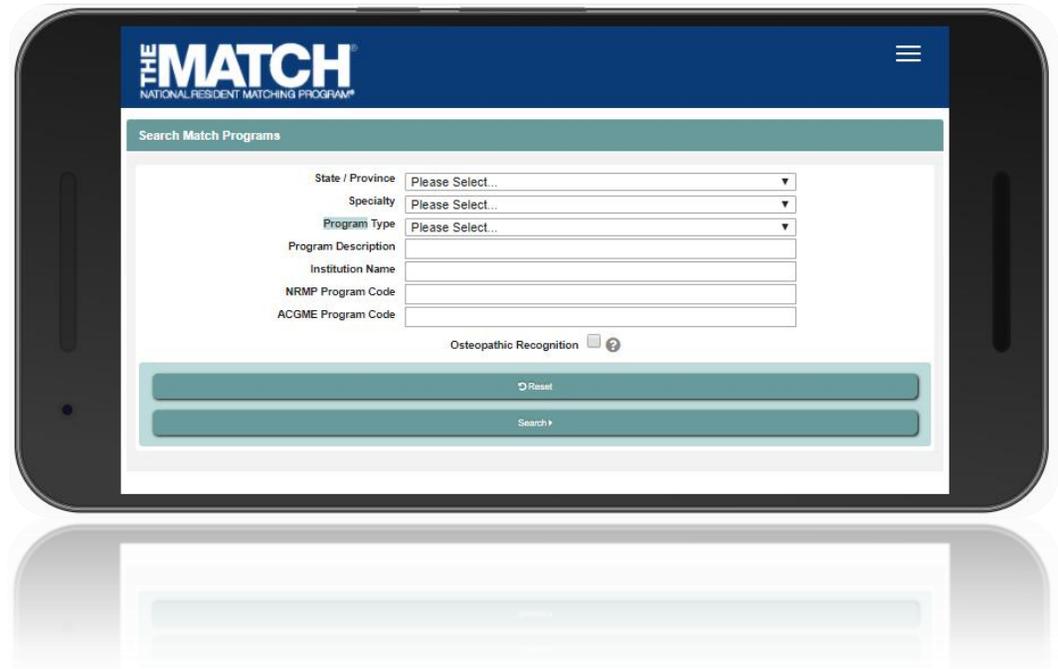# Using the Program Directory

Users: All

Note: The Using the Program Directory guide explains how to complete this task using a mobile device. The menu options are the same whether using a mobile device or desktop.

> All users involved in a Match are able to search the Program Directory for that Match.
> - Applicants should find the codes of the programs they want to rank before creating their rank order lists.
> - Institutional officials, institutional administrators, program directors, and program coordinators are encouraged to review and update the Public Information appearing in the Directory.

Login:

1. Enter the **Username** and **Password** you created for accessing the Registration, Ranking, and Results (R3®) system.

2. Click **Login**.
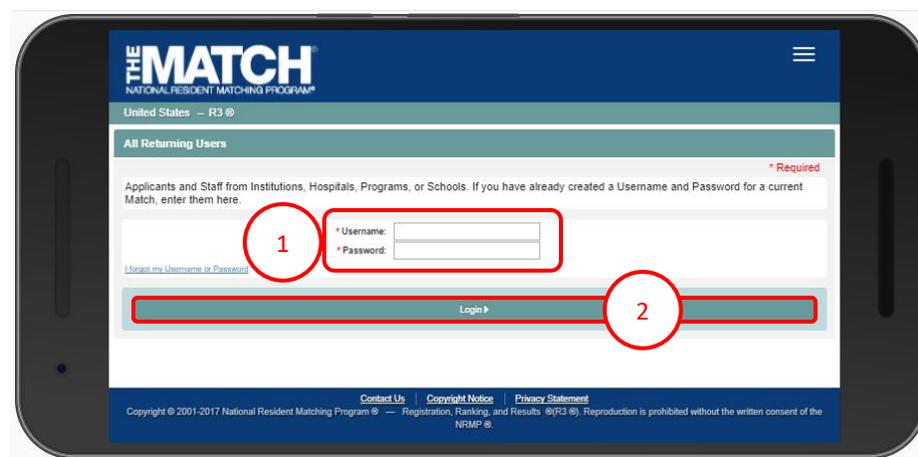
Using the Program Directory:

The **Match Home Page** displays for your registered Match.

⚠ NOTE: If you are an institutional user or an applicant who has been in a previous Match, you may have to choose your Match before getting to the Match Home page.

3. Click the **Menu**.

4. Click the **Options** drop-down arrow.

5. Click **Program Directory**.

The **Match Program Directory** screen displays.

6. Select or enter applicable search criteria using the appropriate fields.
    - You must select at least **State** or **Specialty** before executing your search.
    - Partial data may be entered in a search field. For example, entering "Virginia" in the Institution Name field would produce results for all institutions that meet any other search criteria and contain the word "Virginia" as part of the Institution Name, such as "University of Virginia."
    - To search only for programs with osteopathic recognition, check the "Osteopathic Recognition" box below the search fields.

7. Click **Submit**.

8. Click **Reset** to clear the search fields.

9. Search results display.
    a. If more than 25 results display, use the navigation buttons to review additional results.
    b. Programs with a red flag have a confirmed violation of the Match Participation Agreement.
    c. Programs with a yellow flag have a "pending action" resulting from a violation investigation. For further information on program violations, applicants can view the Institution and Program Violations report.

10. Click the program name to review program details.

11. The **Program Details** pop-up opens. Review the information.
    a. NOTE: Applicants should write down the program code for future use when creating their rank order list.

12. Click **Close** to return to the program search results screen.