Certiport – Student Accounts

In an effort to be consistent across the district and to help students remember their account information, we have come up with a login schematic.

Students will use their **first initial, last name, last 2 digits of their birthyear** for their username (all lower case).

Students will use their **ID# and initials** for their password.

Example:

Username – mthomas86

Password – 1234567mt

Students who already have accounts will keep their current accounts – no problem.  We are just trying to start something simple so when students move from middle school to high school, or school to school, we can help them remember.

**Students must use their LEGAL names (what is in AS400).** How they type it in is how it will look on certificates (all lower case, all upper case, misspelled, etc).  Do not allow students to make another account because they can’t remember things or get locked out.

Again, the **Certiport Student and Teacher Reset Password number is 800-497-8923**, and the student must be present.  Multiple accounts can also be merged at this number.