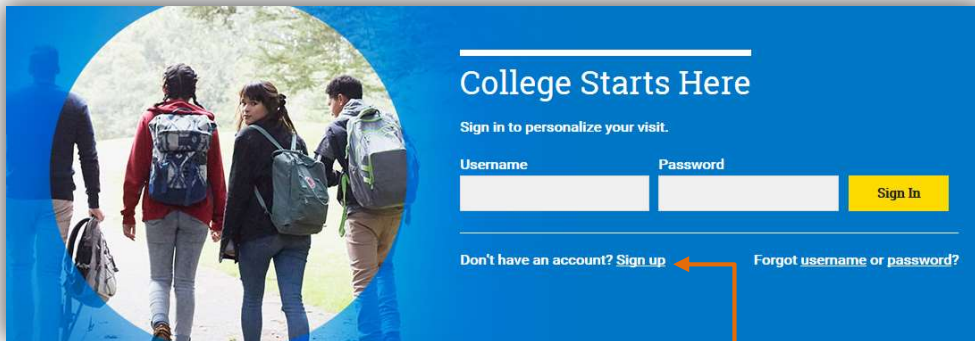


Creating a College Board Professional Account

STEP 1: Go to <https://www.collegeboard.org/>

NOTE: If you have already created an account, but forgot either your username or password, please click on the **FORGOT USERNAME OR PASSWORD FEATURE** to retrieve account information.



STEP 2: If you are creating an account for the first time, click **Sign up**.

STEP 3: Select an **Education Professional**.



STEP 4: Provide your **Account Information** (i.e. name, email address, username and password) and your **Professional Information** (i.e. name of the high school or district office where you work and job function). Once you complete all fields, you will be asked to verify your information.

HELP: If you need any help or if you have changed your affiliation (school/district), please contact the customer service at (703) 297.3960.