

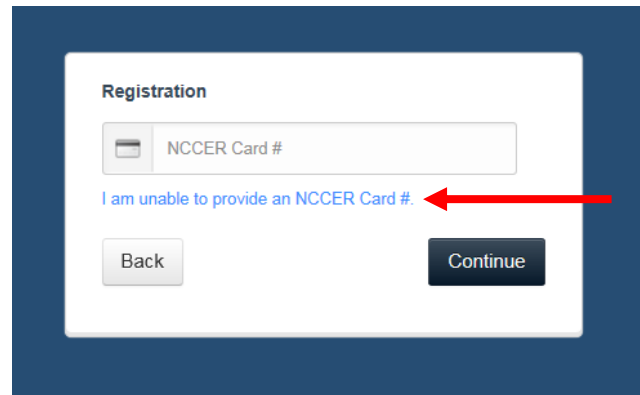
Creating an NCCER Number for Yourself

Log onto <https://registry.nccer.org/>

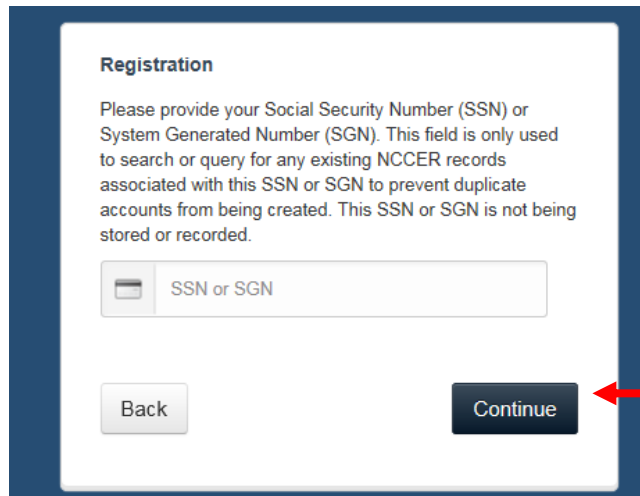
You will see this, click “New Users Register”



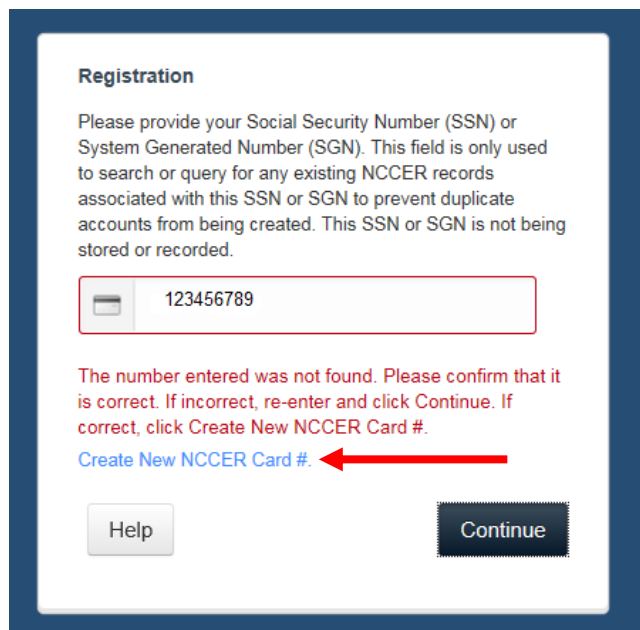
Then you will see this, click “I am unable to provide an NCCER Card #”



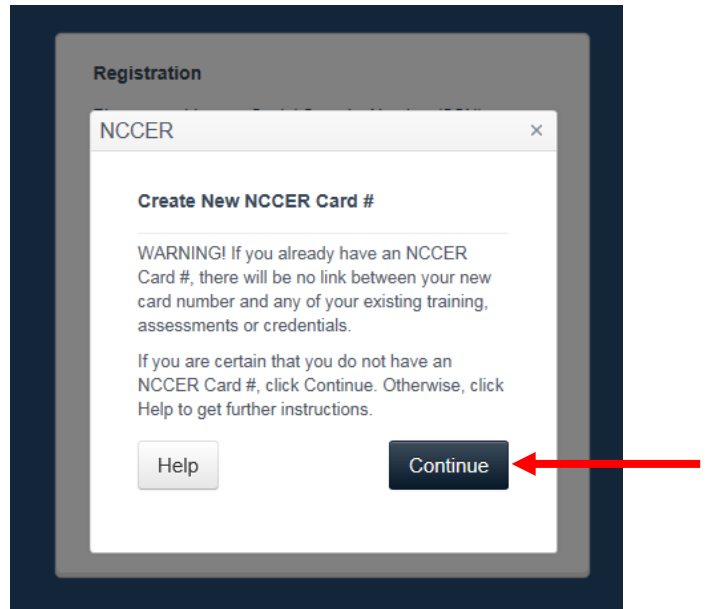
Then enter your Social Security Number and hit continue.



Then you will see this, click “Create New NCCER Card #”



Then you will see this, click "Continue"



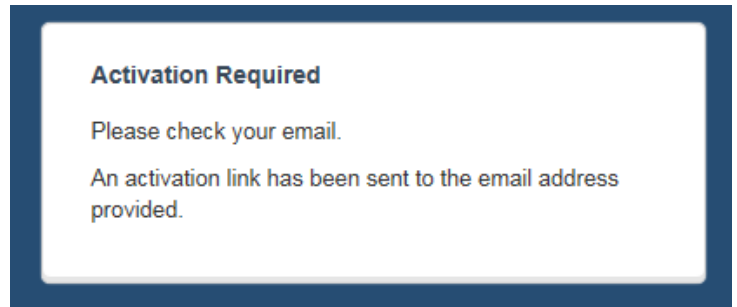
Then you will see this form, fill it out completely and hit "Continue"

A registration form titled "Create New NCCER Card #" is shown. It includes a note: "All fields are mandatory. Your email address is necessary to complete the registration process." The form has several input fields: "First Name", "Last Name", "Select Phone" (dropdown), "Phone", "Email", "Create Password", and "Confirm Password". A note below the password fields states: "Your password must be at least 6 characters long." There are "Back" and "Continue" buttons at the bottom. A red arrow points to the "Continue" button.

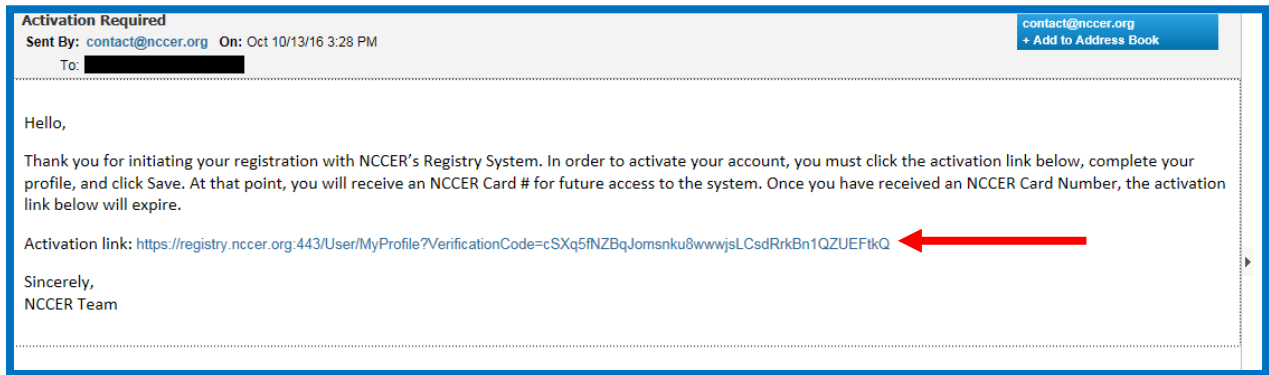
Like this:

The same registration form as above, but with sample data entered. The "First Name" field contains "Elvis", the "Last Name" field contains "Test", the "Phone" field contains "4099485505", and the "Email" field contains "etest@yahoo.com". The password fields are filled with dots. The "Continue" button is highlighted with a blue border, and a red arrow points to it.

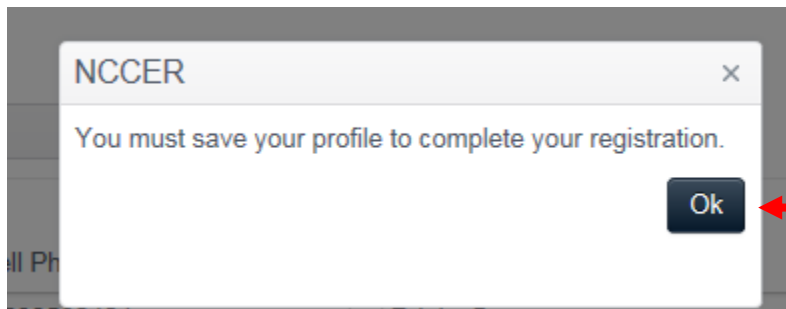
Then you will see, this. Check your email for the link



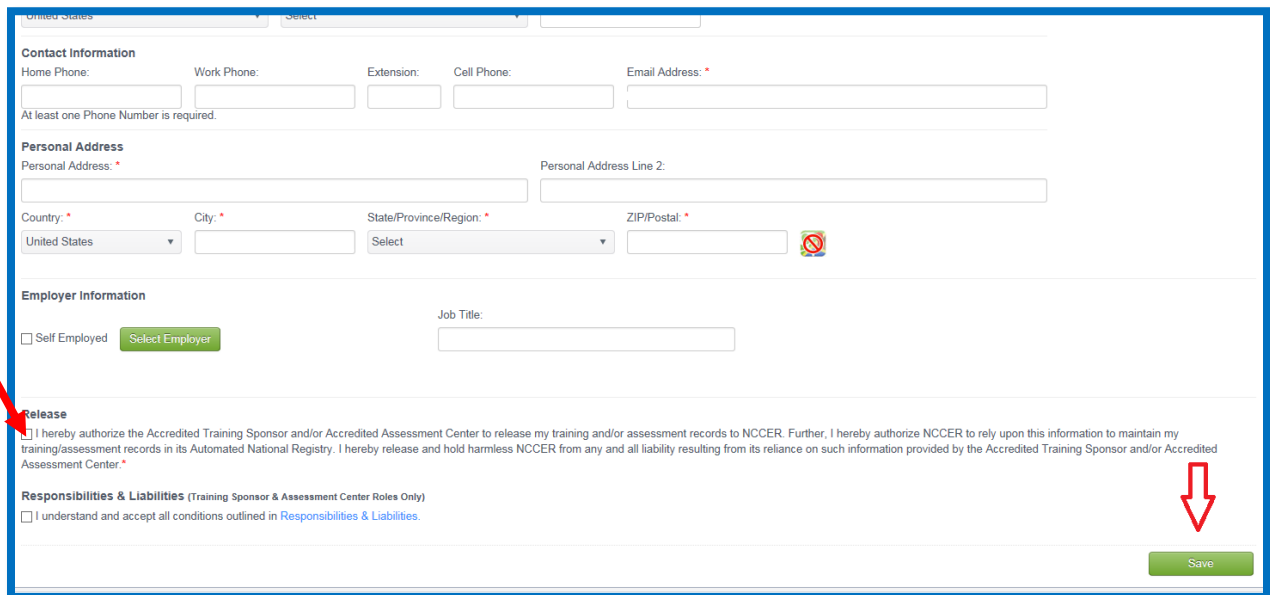
Like this: click the link



That will take you to this pop screen: click ok



Finish filling out the information, check the "release" box and click save

A registration form with several sections: "Contact Information" (Home Phone, Work Phone, Extension, Cell Phone, Email Address), "Personal Address" (Personal Address, Personal Address Line 2, Country, City, State/Province/Region, ZIP/Postal), "Employer Information" (Self Employed checkbox, Select Employer button, Job Title), "Release" (checkbox for releasing records), and "Responsibilities & Liabilities" (checkbox for accepting terms). A "Save" button is at the bottom right. A red arrow points to the "Release" checkbox, and another red arrow points to the "Save" button.

Be sure and write your number down for future reference.