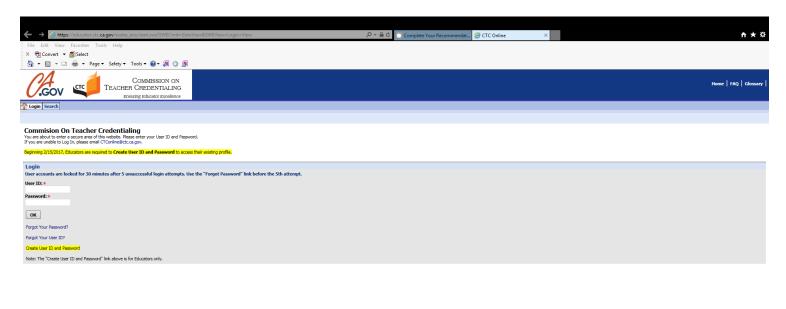


Update on CTC Online logon procedures for Educators

The Commission has changed the logon procedures after you have been recommended for a credential.

On the Commission's website you will need to go to Complete Your Programs Recommendation.

A change in log on procedures for <u>educators</u> using CTC online went live on Thursday, February 16, 2017. Educators logging on to CTC online will be required to create a user name and password. They will use that new log on instead of the SSN and DOB from that point on. This should be an easy process for educators to follow as it is set up to be as automated as possible.



The process to request the recommendation remains the same. The complete Request to Recommend form along with any supporting documentation. Details on the recommendation process are covered in the Portfolio class for the Reading, CLAD Through CTEL, and Clear program.