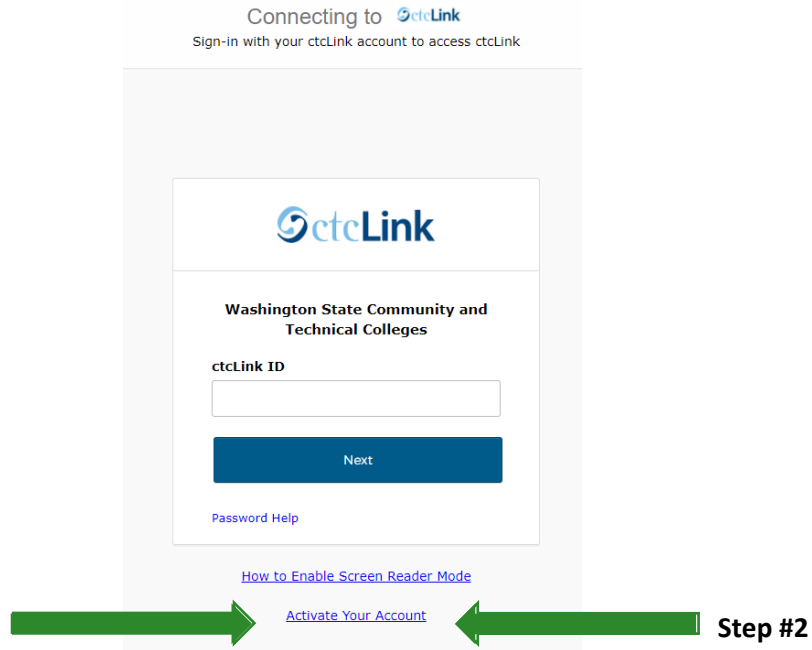
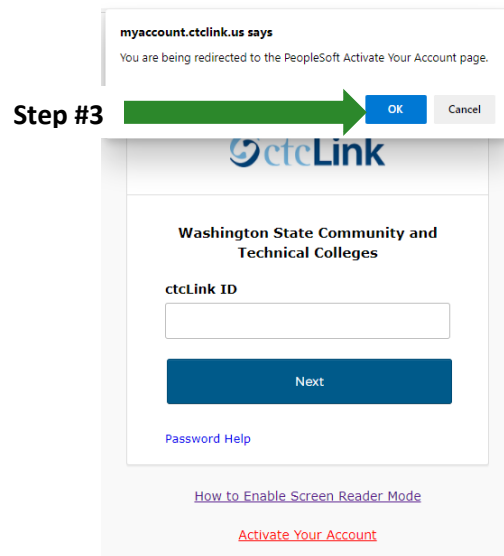


Activate Your ctcLink Account

1. Navigate to the **ctcLink Sign In** page <https://myaccount.ctclink.us/>
2. Select the **Activate Your Account** link



3. Select the **OK** button when the redirection pop up message displays.



4. The **Activate Your Account** page displays.

ctcLink
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Activate Your Account

*First Name

*Last Name

*Date Of Birth (MM/DD/YYYY)

*ID Type: *ctcLink ID (new) ID

5. Enter your

- a. **First Name**
- b. **Last Name.**

Please make sure you have entered your name correctly.

(If your legal name is a single name—such as Pran, Madonna or Nani - you must enter a hyphen (-) in the First Name field and enter your single name in the Last Name field.)

6. Enter your **Date of Birth**

(MM/DD/YYYY) as shown or use the calendar icon.


7. From the drop-down menu select:

- **ctcLink ID** (new) if you are a new student or employee.
- **SID** (old) if you are a current or returning student or employee.

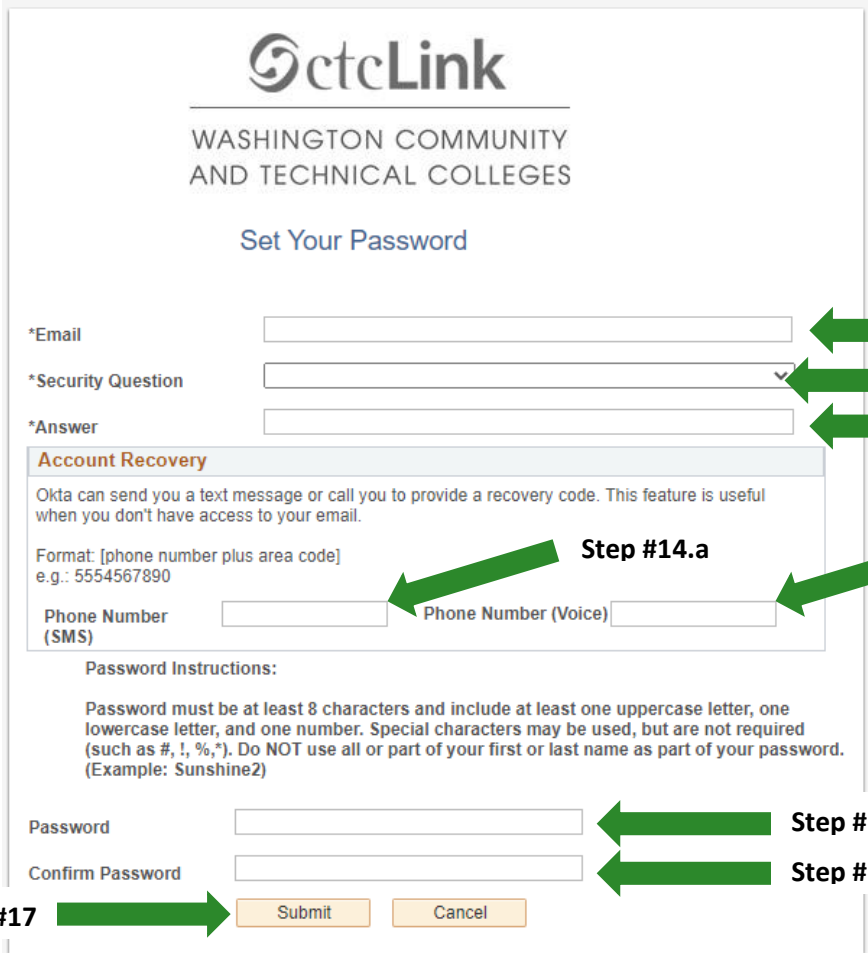
8. Enter either your **ctcLink ID** or **SID**.

9. Select the **Submit** button.

Set Your Password

 This page is used to set up your password and your account recovery options.

10. The **Set Your Password** page displays.



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AND TECHNICAL COLLEGES

Set Your Password

*Email

*Security Question

*Answer

Account Recovery

Okta can send you a text message or call you to provide a recovery code. This feature is useful when you don't have access to your email.

Format: [phone number plus area code]
e.g.: 5554567890

Phone Number (SMS) Phone Number (Voice)

Password Instructions:

Password must be at least 8 characters and include at least one uppercase letter, one lowercase letter, and one number. Special characters may be used, but are not required (such as #, !, %, *). Do NOT use all or part of your first or last name as part of your password. (Example: Sunshine2)

Password

Confirm Password

Step #11 → *Email
Step #12 → *Security Question
Step #13 → *Answer
Step #14.a → Phone Number (SMS)
Step #14.b → Phone Number (Voice)
Step #15 → Password
Step #16 → Confirm Password
Step #17 → Submit

11. Enter your preferred **Email** Address

12. Select the **Security Question** from the dropdown menu.

13. Provide the **Answer** to your security question.

14. Additional Account Recovery options located in the **Account Recovery** box.

a. Enter **Phone Number** for text (SMS) option.

b. Enter **Phone Number** for voice option.

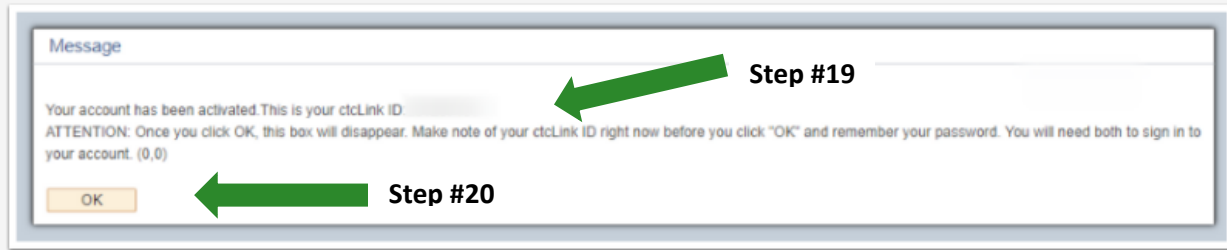
15. Create your **Password**.

(At least 8 characters, including at least one uppercase letter, one lowercase letter and one number. Special characters may be used but are not required.)

16. **Confirm** your **Password**

17. Select the **Submit** button.


18. A pop-up message will display.




19. Make note of your **ctcLink ID**.

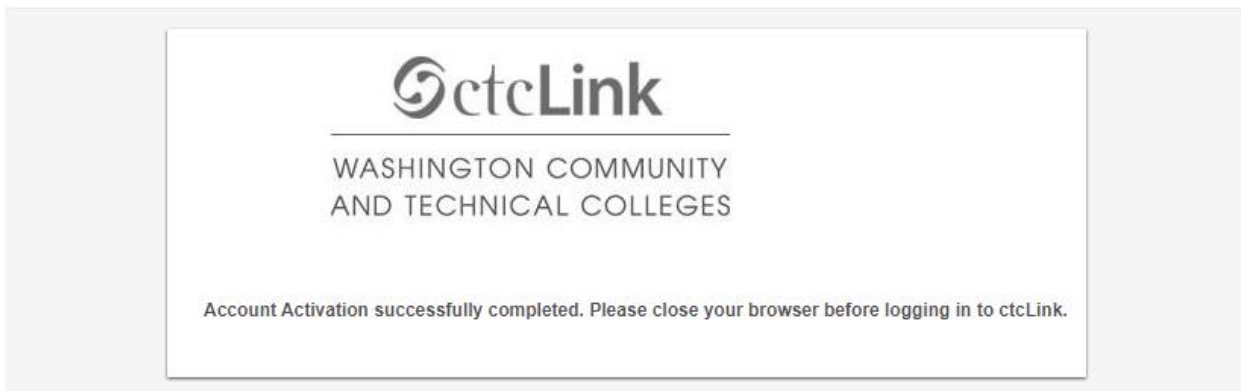
20. Select the **OK** button.

21. The Account Activation confirmation message displays.

 ***NOTE** - Please close your browser before attempting to log in to ctcLink.

22. Close the browser tab.

 **PLEASE NOTE:** When prompted to close your browser(s), make sure to **close ALL browsers completely** for update to take place.



23. Navigate to the **ctcLink Sign In** page <https://myaccount.ctclink.us/>

Connecting to **ctcLink**
Sign-in with your ctcLink account to access ctcLink

ctcLink

Washington State Community and Technical Colleges

ctcLink ID

Next

[Password Help](#)

[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)

Step #24

Step #25

24. Enter your ctcLink ID

25. Click Next

ctcLink

Enter Your Password

Password

Verify

[Back to sign in](#)

[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)

Step #26

Step #27

26. Enter your Password

27. Click Verify