

Connect Your Certification Information to Your New Account

The PC(USA) has a new data system for educator certification! This new system will allow you to enter your account at any time, make changes to your contact information, and view your status toward meeting requirements. But first we need you to take some action.

Please take these steps to get your account set up:

1. Go to <https://educator-certification.pcusa.org/applicants/register/> and create an account using the prompts. You should receive an email confirmation.
2. Once the account is created, go to <https://educator-certification.pcusa.org/> to log in using your username and password.
3. Log in using your username and password.
4. Under “Next Step,” click on the **SECOND** button labeled “Add Existing Certification.”
5. This will activate an email to notify the PCUSA) Manager for Certification who will manually connect your certification information from our previous database.
6. After the information has been connected, the next time you log in to your account, you will be able to update any information and add information that was not being tracked in our previous system.
7. You may return to this information at any time using your account information. You will be able to check on your progress to certification and requirements fulfilled. We hope that you will keep your profile information current as it is the only way we can be in communication with you.

You will receive an email notification when any changes/updates are made to your status.

