

STEPS TO CREATE COLLEGE BOARD ACCOUNT

1. Go to www.collegeboard.org
2. It will say sign in or sign up. You will choose Sign UP
3. Choose “I am a student”
4. Fill in requested information.

5. Username and Password: Sometimes your school will want you to use your school email but either way, **BE SURE you write down your username and password, or put it in your ‘notes’ on your phone.** You will be using this repeatedly for multiple College and Career information.

Tips to creating your user name: You will not be able to use symbols such as @.

1st try your first and last name. If you have a common last name, you may have to alter it to your first name and middle name. If that still does not work use your first name and a number.

6. Creating your password: It is best to use something you will easily remember. Remember that Passwords **ARE** case sensitive.

7. Security question: You will choose a security question such as “What is your school mascot” No matter which question you choose, **MAKE sure your answer is Capitalized. Be sure and write it down or put it in your phone {Notes}**

8. Subscriptions: If you want to get information about college and scholarships be sure and **‘opt in’** if you start getting too much email you can always opt out later.

Benefits of opting in:

Stay on top of college-planning milestones and get important reminders about SAT test dates, registration deadlines, test-preparation strategies and score availability. Also, get AP resources and score updates, advice about creating effective applications, and information on searching for colleges and researching the cost.

9. Parent Information: If you do not know either of your parent's email leave this blank. You can come in later and add it.

10. ☐ I agree with the Terms & Conditions.

You have to agree to the terms for privacy and security.

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