

CREATE AN ACCOUNT

THEC STUDENT PORTAL

1. Go to **collegefortn.org** and click the red **THEC Student Portal** button. From mobile device, click three bars on the top right to find the red **THEC Student Portal** button.
2. Click **Create an account** button.
3. Use first and last names, SSN (Social Security Number) from Social Security Card.
4. Use **personal email** as primary email.
5. Select your **high school**.
6. Username must be letters + numbers only; 6-25 characters...
(*All requirements have been met* will display when satisfied);
 - camward1
 - carnelltate14
 - jefferysimmons98
7. Password can be complicated! Try school mascot + grad year + special character...
(*All requirements have been met* will display when satisfied)
 - Eagles2030\$
 - Mustangs2030!
 - GoDogs2@30
8. Click **Create account** button; **do not press enter on keyboard**.
9. If you have trouble creating your account, please call **800-342-1663** between 8:00 a.m. - 4:30 p.m. CT and press 1 for assistance (available Monday - Friday).

Complete this form to create an account

3	Legal First Name (Required) Carnell	Last Name (Required) Tate	Middle Initial 	SSN (Required) ***-**-1234	Date of Birth (Required) 08/13/2010
4	Primary Email (Required) student@gmail.com	Alternate Email 	Phone Number 	5	High School (if enrolled) BEECH HIGH SCHOOL
6	User Name (Required) carnelltate14	Password (Required) Eagles2030\$			
User Name Requirements: ◦ All requirements have been met		Confirm Password (Required) Eagles2030\$			
		Password Requirements: ◦ All requirements have been met			



Tennessee Higher
Education Commission