



How To: Create an Account for UChicago Staff and Affiliates

UChicago Staff & Affiliates encompasses learners with institutional credentials (CNetID or UCHAD).

1. Visit the UChicago CME [website](#) and click the “Create Account” button at the top right of the page.



2. Click the “Log in with your CNetID or UCHAD account” button at the bottom left of the page.

Log in / Create account

CNetID & UCHAD Users

If you are a member of the University of Chicago faculty, staff or an affiliate, please login with your University issued CNetID or UCHAD credentials. Click the link in the “UCHAD or CNET ID” box below to login. For step by step instructions, download the [CNetID & UCHAD Login Guide](#).

Visitors - NON CNetID & UCHAD Users

If you are not a member of the University of Chicago community and do not have University issued credentials, please create your login. Click on the link under “New Account” in the “Visitor” box below. For step by step instructions, download the [Visitor Login Guide](#).

Your privacy is important to us. Please read our enhanced Privacy Policy, effective May 25, 2018, by clicking [here](#).

Note: Creating multiple accounts, or accounts under the wrong type of credentials may lead to discrepancies in credit or account information. If you need any assistance, please email cme@bsd.uchicago.edu.

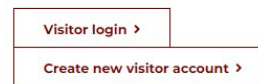
UCHAD or CNetID

For University of Chicago and Northshore practitioners with a CNetID or UCHAD



Visitor Login

Non University of Chicago employee or Major Affiliate.



3. Sign in with your CNetID or UCHAD. If you have both, input the most frequently used.
4. You will be prompted to complete your account. Click “Update your e-mail address and profile” in the yellow warning to proceed.



THE UNIVERSITY OF
CHICAGO

MY ACCOUNT

EXPLORE CME ▾

CALENDAR

ABOUT ▾



Your e-mail address was not provided by your identity provider (IDP).



Configure your account time zone setting.



Please update your email address and profile before taking courses.

5. For your e-mail, enter the e-mail address you use most frequently.

 Please update your email address and profile before taking courses.

Username *

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be receive certain news or notifications by e-mail.

Complete the rest of your profile. Ensure you provide the correct information in the “Degree/Licensure” field. This field will determine the credit type you are eligible for (e.g., “MD” for *AMA Category 1 Credit*TM).

Degree/Licensure *

Please select all that apply.

 APN
 APRN

Physicians: The “Optional Physician Licensing Information” field is not optional for physicians claiming MOC credit. Applicable board selection, diplomate number(s), and date of birth are required to report MOC credit.

Optional Physician Licensing Information

Note that failure to add information will prevent credit reporting to appropriate boards.

Provide your state licensing board, specialty board, and/or NPI information for physician credit reporting purposes. Use the “Add another” button to enter multiple identifiers.

By providing your Diplomate ID and date of birth, you agree to give permission for the University of Chicago, Center for Continuing Medical Education to share your name, birth month, birth date, and credit completion data with both the ACCME and/or selected medical specialties board(s).

Boards: State, Medical Specialty, or NPI

Type in or select from the list for each type.

ID Number: License, Diplomate, or NPI

Enter your board or license ID.

Remove

Add another

Date of Birth

Month

Day

Mobile Numbers: Mobile numbers are required to claim credit for RSS (e.g., grand rounds). Attendance and credit can only be claimed by texting in from your confirmed mobile number.

Upon clicking " Create New Account, " you will receive a text message from 773-245-0068 with a confirmation code. See step seven for confirmation instructions.

By entering your phone number into our site, you consent to receive SMS messages from Center for Continuing Medical Education related to your course enrollments, event updates, and continuing education credits. Message frequency will vary based on your interactions and activities. Standard data rates may apply. To opt out at any time, reply STOP to any message you receive.

DOMESTIC US MOBILE NUMBERS ONLY

Phone number *

Please enter a 10-digit mobile phone number, excluding any dashes, parentheses, or spaces.

Confirm number

6. Complete the CAPTCHA and click "Create New Account". Your profile will be created at this point!
7. If you provided your mobile number, you need to confirm it. Click the "Edit" followed by the "Mobile" tab to enter your confirmation code. Click "Confirm Number", and you'll be all set!

Mobile phone number

Confirmation code

Enter the confirmation code sent by SMS to your mobile phone.

Confirm number

Delete & start over