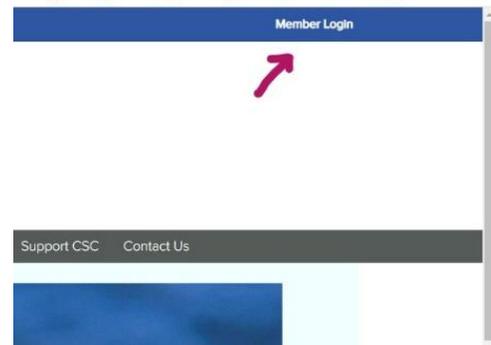


Current and Former CSC Members: Logging onto the Website for the First Time

If you are a current or former CSC member and do not have your permanent user name and password, use the following directions to activate your CSC online account:

On the upper right-hand corner of the website home page, you will see "Member Login." Click this.



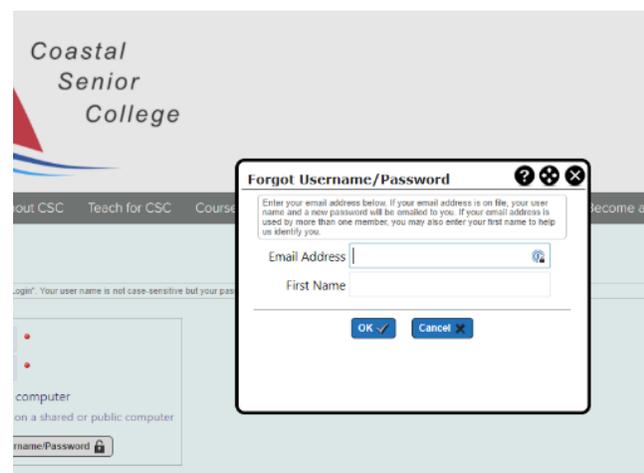
You will then see a login form asking for your username and password. Since you don't have these yet, click the button that says "Forgot my username password."



That will bring up another form asking for your first name and email address.

Fill in the information and click OK.

If the system recognizes your email and first name combination, it will respond: "Your username and new password have been emailed to you."



If it does **not** recognize your email and first name combination, it will tell you. Check the email address and name that CSC has for you (look at recent emails from us) and try other possibilities that occur to you. If the system still doesn't recognize any of these, you may need to go enroll as a new member. If you are sure that there has been a mistake, please email us at info@CoastalSeniorCollege.org with your CSC membership information and we will try to assist you.

The email sent to you will have your username and a temporary password.



Use these to login to the website and then set up your permanent username and password that you can remember.

And now you are all set.

Dear Test,

At your request, your password to the Coastal Senior College website has been changed.

To access the website, [click here](#) There, you can log into your account and update your personal profile. Here are your account details:

User name: [REDACTED]
Temporary Password: test6309 ←

(After you log in, you can change this password to something that is more intuitive.)

If you have any questions about the membership process or your account, contact the Contact:
Test Member
Phone:
info@coastalseniorcollege.org

WELCOME!!!

Your name should appear at the top right of the home page. When you hover on it or click, a drop-down menu will allow you to choose "Profile."

Clicking on a section of your profile such as "Contact Information" will bring up the information the system has. This is your opportunity to change or add to the information so we can keep in touch with you.

When you are finished, be sure to click the "Save" button at the bottom of the form.

Success!!

[NOTE: If you are not a current or former member and you want to become one, click on one of the puffins on the CSC homepage and apply.]