First-time login to the ChAD Portal
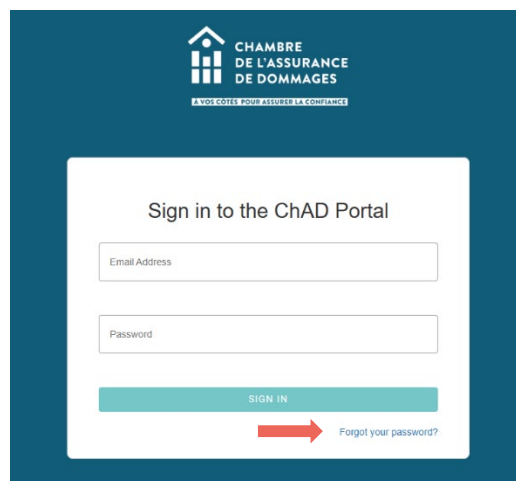
▶▶ **BACKGROUND INFORMATION: For security reasons, logging in to the new ChAD Portal will require a new password. It is not safe to use the same password for more than one platform; take this opportunity to choose a stronger password. Please also note that your login username is your email address, not your certificate number or your ÉduChAD username.**

▶▶ **PROCESS**

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Portail.chad.ca	Forgot your password?	Verification code	Change your password	Log in to the portal

INSTRUCTIONS

1. Go to the ChAD Portal at portail.chad.ca.
2. Click on "Forgot your password?" in the lower right-hand corner.

3. Enter the email address used to send you the invitation to log in for the first time. Click on "Send verification code."

4. You will receive an email with your verification code (this can take a few seconds to a few minutes). Enter the code in the "Verification code" box and click on "Verify the code."

5. Once your email has been verified, click on "Continue."

6. Enter your new password. It must include:
   - between 8 and 64 characters
   - at least three of the following: an uppercase letter, a lowercase letter, a number, a symbol.

   Confirm your password and click on "Continue."

7. You will be redirected to the login box where you must enter your email address and your new password. Click on "Continue."

8. You will be directed to the ChAD Portal homepage.