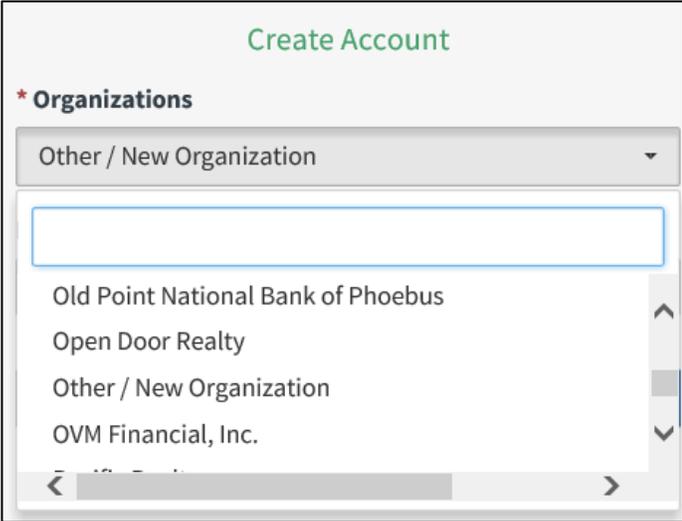
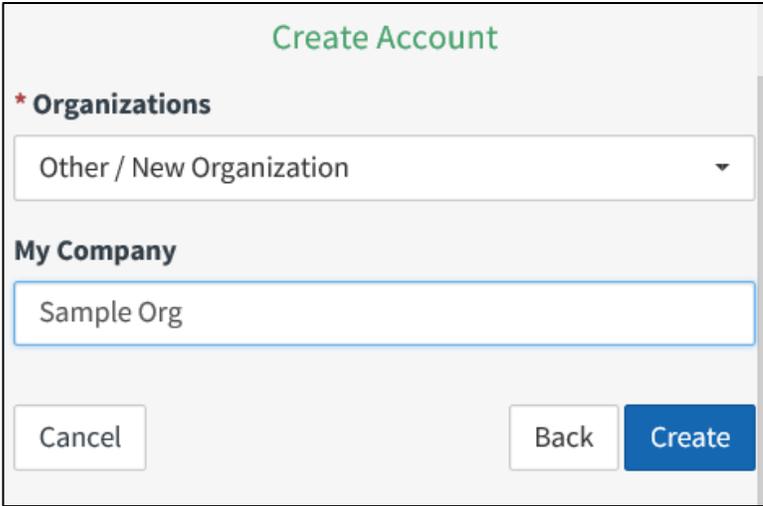
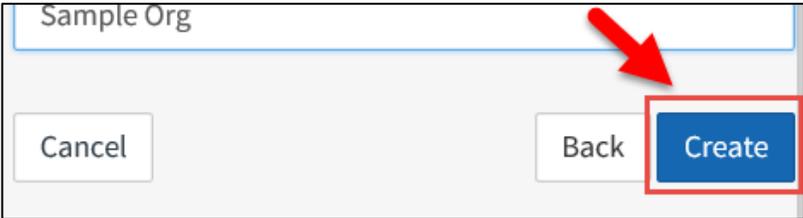
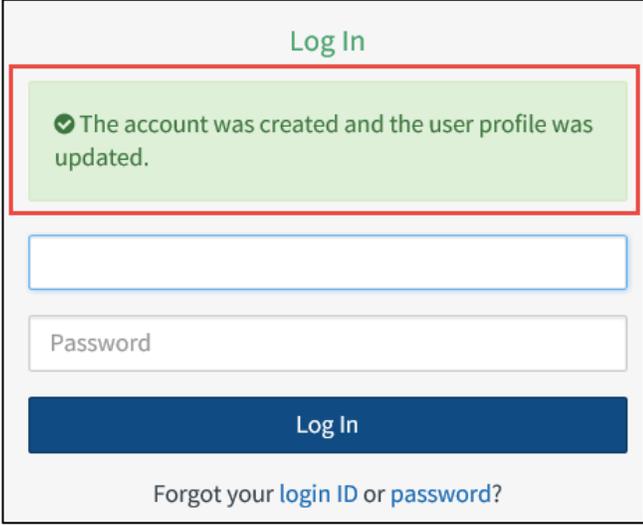
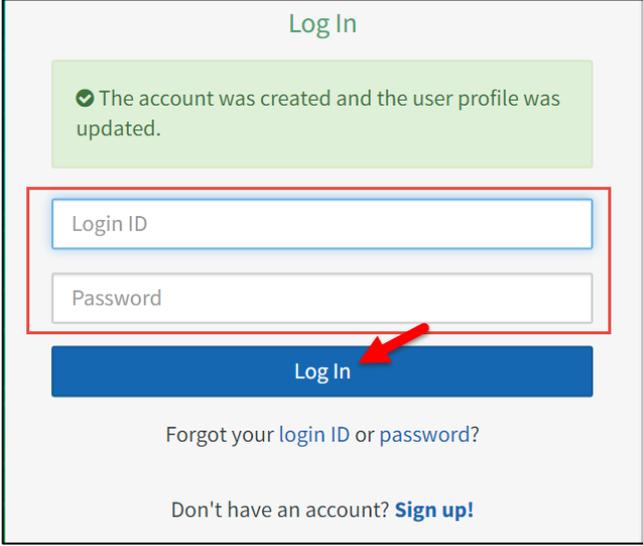


Creating an Account in Virginia Housing's Partner Education LMS

Purpose	Follow this procedure to create an account in the Partner Education LMS.
Additional Documentation or Other Resources	

Step	Action
1	<p>The Virginia Housing Learning Center can be accessed at: https://vhdapartnereducation.mkscloud.com/</p> <p>To create a new account, click the Sign Up! link located under the blue Log In button</p> <div data-bbox="548 562 1159 1100" data-label="Image"> </div>
2	<p>Enter your information into the fields. Any field marked with a red asterisk (*) is required. Click Next to continue.</p> <div data-bbox="191 1346 656 1556" data-label="Text" style="border: 1px solid red; padding: 5px;"> <p>Password must be at least 12 characters long</p> <p>Enter your full legal name. Only one per account; users may not share accounts</p> </div> <div data-bbox="542 1215 1164 1682" data-label="Image"> </div>

Step	Action
3	<p>Select your organization in the Organizations tab. If your organization is not listed, select Other/New Organization.</p> 
4	<p>If necessary, enter the name of your company into My Company tab.</p> 
5	<p>Click Create.</p> 

Step	Action
6	<p>A new login window will appear with a green confirmation bar indicating your account has been created.</p> 
7	<p>Enter your login information and click Log In to log into your account.</p> 
8	<p>If your registration was successful, you will be able to log in successfully and you will see a screen like the one below.</p> <p>Click the blue Find More Training button to continue to course enrollment.</p> 