

CADER/EOEA Person-Centered Case Management Certificate Program

Registration Instructions

New Learner

Step 1 – Click on the [Person-Centered Case Management Certificate Program](#) registration link and enter email (twice) and click save to continue.

What's Your Email Address?

What's the email address you'd like to use for your training?

If you already have a Boston University account (includes CADER/PEP accounts), use the same email address you've used before. **Please do not create multiple accounts with different email addresses.**

EMAIL ADDRESS
Your Email Address

CONFIRM EMAIL ADDRESS
Confirm Your Email Address

Save

Step 2 – If NEW to CADER training, you will be prompted to enter the required information and click save to continue.

What's Your Name?

We don't have a Boston University account for cadertestlearner@aol.com but we can create one right now. If you have previously registered for anything at Boston University using a different email address, you can [use a different email](#) right now.

To create your new Boston University account, we first need your name and date of birth:

FIRST NAME
CADER

LAST NAME
Test_Learner

DATE OF BIRTH
[REDACTED]

Date of Birth is required in order to ensure BU creates a unique account. This will reduce duplicate accounts and allow for better record keeping of all BU students.

Please note that your submission may take a minute to process. Please do not resubmit.

Save


Step 3 – Update your learner profile and click save to continue.

You will receive an email within 15 minutes of clicking save. If you haven't received the email after 1 hour, check your spam/junk folder.

Step 4 – Click on the link included in the email from ithelp@bu.edu and select "Account Claim" and click next to continue.

BU Self Service Selection

I would like to: *

Account Claim 

Reset Forgotten Password

Forgot Login

Unlock Account

If you're new to BU please select 'Account Claim' to self-register

Step 5 – Provide the required information and click next to continue.

Please remember to use the email address you used to begin registration

BU Self Service Selection

Please enter your personal email address *


Please enter your Date of Birth *

Format: MM/dd/yyyy

Step 6 – Go to your email and look for an email from ithelp@bu.edu with the subject line “Confidential: Boston University One-Time Passcode (PIN)”. You will need this pin for Step 6.

The pin will remain active for 30 mins. If the email does not immediately appear in your inbox, please check your spam/junk folder

Confidential: Boston University One-Time Passcode (PIN) Aol/Inbox ☆

 **ithelp@bu.edu** <ithelp@bu.edu>
To: annastathopoulou@aol.com Mon, Oct 2 at 4:26 PM ☆

Greetings,

You have submitted a request which requires an additional security verification. Please enter the following one-time passcode (PIN) to proceed. Don't share this PIN with anyone.

PIN: yfzxfm93


Please note that the PIN expires in 30 minutes.

If you have any questions or did not make this change, please contact: ithelp@bu.edu or 617-353-4357 (HELP)

Step 7 – Enter the pin (from the email) and click submit to continue

Change Password

Enter the pin sent via email *

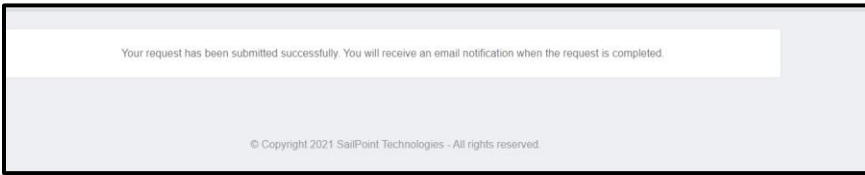


New Password *

Confirm New Password *

1. The password must have a minimum of 10 characters
 2. The password must not be same as previous 6 passwords
 3. The password must not contain common dictionary words
 4. The password must meet at least three out of the following four requirements:
 - Contain at least one English uppercase letter (A through Z)
 - Contain at least one English lowercase letter (a through z)
 - Contain at least one number (0 through 9)
 - Contain at least one non-alphabetic character (+!@#%&^*~-=|_|.?:)

Registration is complete! You will have access to your online courses within 10 minutes. Click on the following link to [login to Blackboard](#) and access your online coursework



[Returning Learner](#)

Step 1 – Click on the [Behavioral Health in Aging Certificate Program](#) registration link and enter email (twice) and click save to continue.

A screenshot of a form titled "What's Your Email Address?". Below the title is the question "What's the email address you'd like to use for your training?". A note follows: "If you already have a Boston University account (includes CADER/PEP accounts), use the same email address you've used before. Please do not create multiple accounts with different email addresses." There are two input fields: the first is labeled "EMAIL ADDRESS" with the placeholder text "Your Email Address"; the second is labeled "CONFIRM EMAIL ADDRESS" with the placeholder text "Confirm Your Email Address". A red "Save" button is located at the bottom center of the form.

Step 2 – Login

Step 3 – Confirm/Update your learner profile

Registration is complete! You will have access to your online courses within 10 minutes. Click on the following link to [login to Blackboard](#) and access your online coursework

