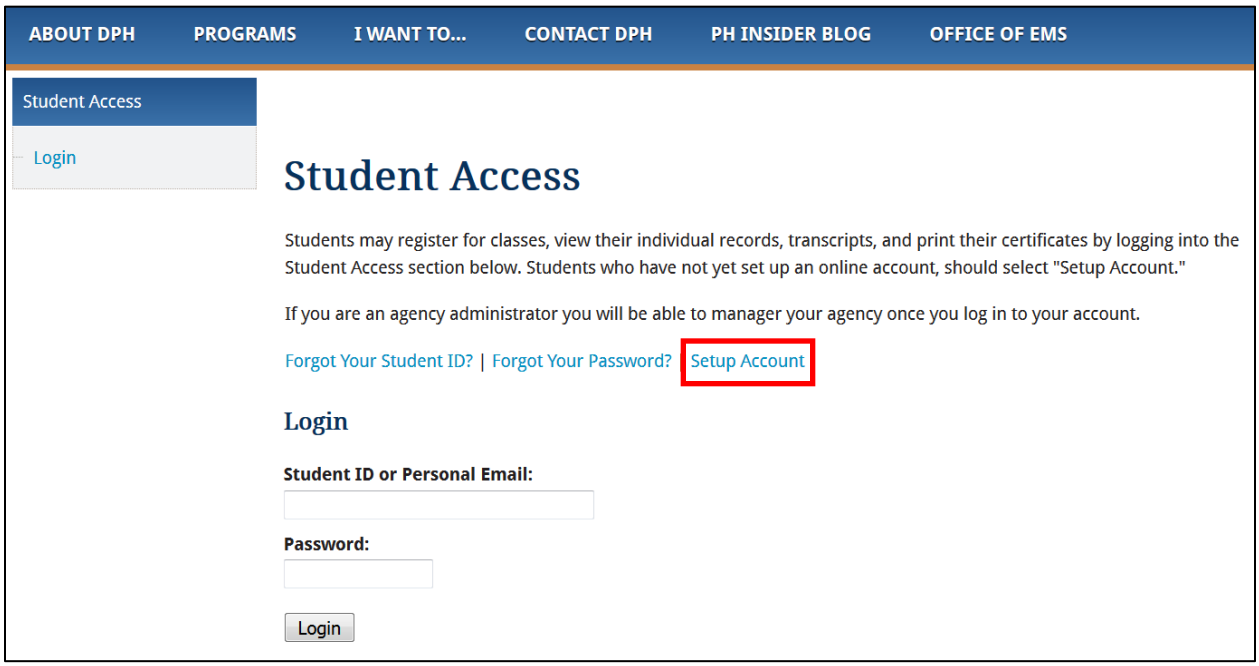
NEW USER REGISTRATION INSTRUCTIONS

For new users who have not yet set up an online account, should follow the steps below in order to setup a student account for EMS Classroom. Please use the following link to create your student account https://ems.gpstc.org/student/login.

1. Click on **"Setup Account"** as shown below.

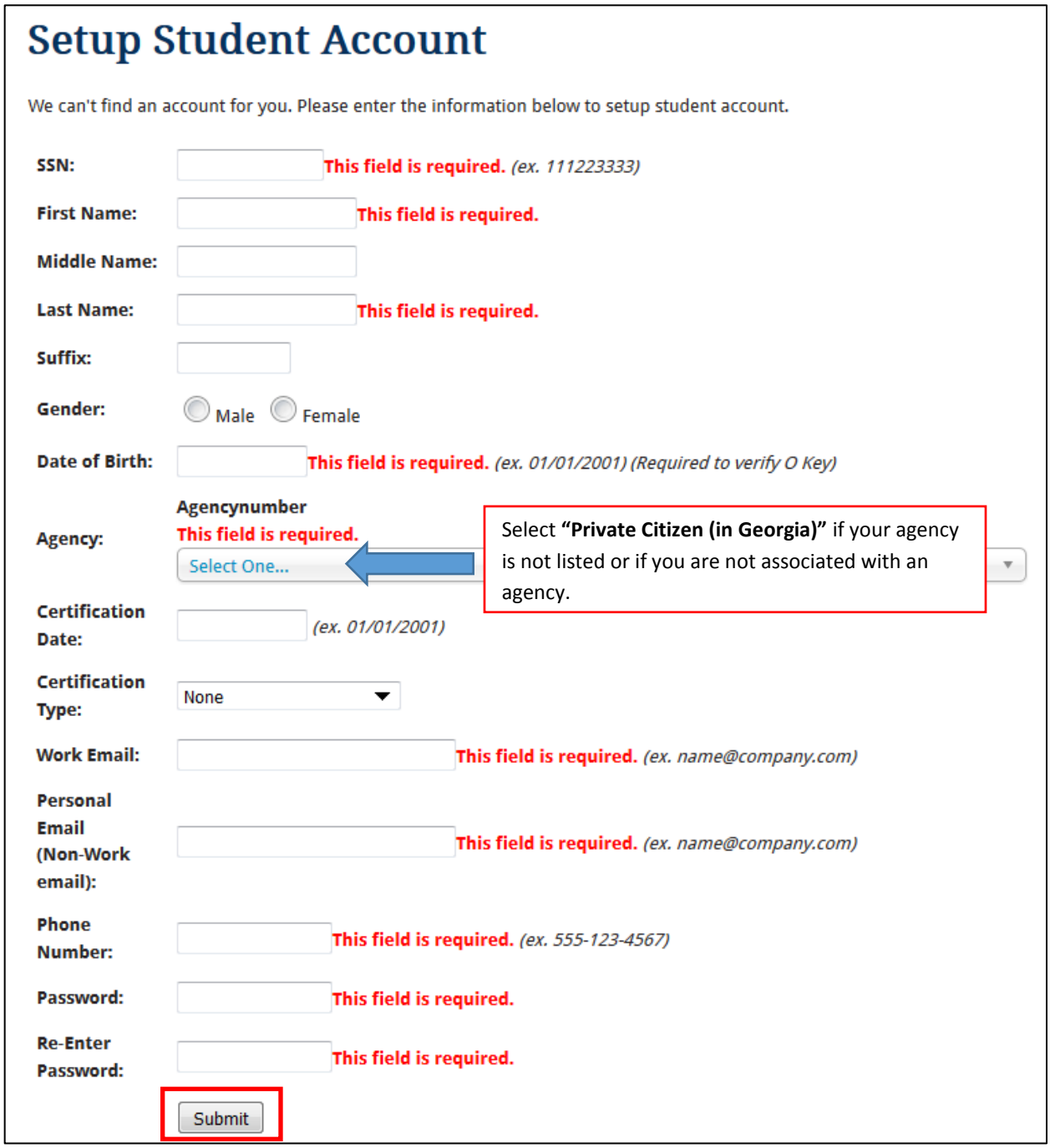


2. Click on **"By Email"** to set up an account using your Email Address as shown below.

3. Enter your email address in the box and click on **"Submit"** as shown below.

4. Enter the Last 4 of SSN, Last Name, and Date of Birth in the boxes and click on **"Submit"** as shown below.

5. Enter all the required information on the Setup Student Account page then click on **"Submit"** as shown below. **NOTE:** If your agency is not listed or if you are not associated with an agency, then please select **"Private Citizen (in Georgia)"** as your agency. Also, The Certification Date and Certification Type fields are not required.



6. An email will be sent to the email address with your GPSTC ID Number once your student account is setup.

Account Setup Done

Thanks for submitting your information!

Please give us a few days to process your information and set up your account. You will then receive an email letting you know that you are set up and can login!

7. Once you login on the GPSTC site with your credentials, enter the three Security Questions and Personal Email Address then click **"Submit"** as shown below.

Security Questions

Please provide us with some security questions and answers to help protect your account. These may be used to verify your identity when you forget your login information or when you login from a place that you normally don't.

Security Question 1:
What was your childhood nickname?
Answer:

Security Question 2:
In what city or town was your first job?
Answer:

Security Question 3: *(enter a custom question)*

Answer:

Personal Email Address

Please list or update your personal email address here if needed. This will be the email address you use to login with and also will be used to reset your password when you need to.

Email Address:

Submit