myTeex Student Portal Account Creation
v. 1.1

https://my.teex.org/TeexPortal/Default.aspx - link to the student portal site.

myTEEX Student Portal

Account Registration

First Name *(required):*

Last Name *(required):*

Suffix

None

Account Information

The email address you provide will become your myTeex user id and will be used for all future communications.

Email Address *(required):*

Confirm Email Address *(required):*

Password *(required):* ❓

Confirm Password *(required):*

Create Account

Password Requirements: ✖

10 character minimum AND include 3 of 4:
- uppercase characters (A through Z)
- lowercase characters (a through z)
- numerals (0 through 9)
- non-alphabetic characters (such as !, $, #, %)

Clicking the *question mark* next to the *Password field* will show password rules in a pop up.

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https://my.teex.org/TeexPortal/Default.aspx - link to the student portal site.

If an account already exist.

Account Information

The email address you provide will become your myTeex user id and will be used for all future communications.

Email Address *(required)*:

cgrimes@tamu.edu

Uh-Oh! An account already exists with this email address, Forgot Password?

If the password does not match Teex rules.

Confirm Password *(required)*:
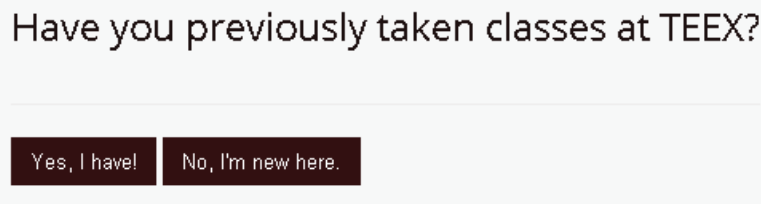
Uh-Oh! Password doesn't meet password rules.

10 character minimum AND include 3 of 4:
- uppercase characters (A through Z)
- lowercase characters (a through z)
- numerals (0 through 9)
- non-alphabetic characters (such as !, $, #, %)

Identifying a student from myTeex Student Portal v. 1.3

After a student creates a myTeex Student Portal account, the student is asked if they have ever taken classes at Teex before.
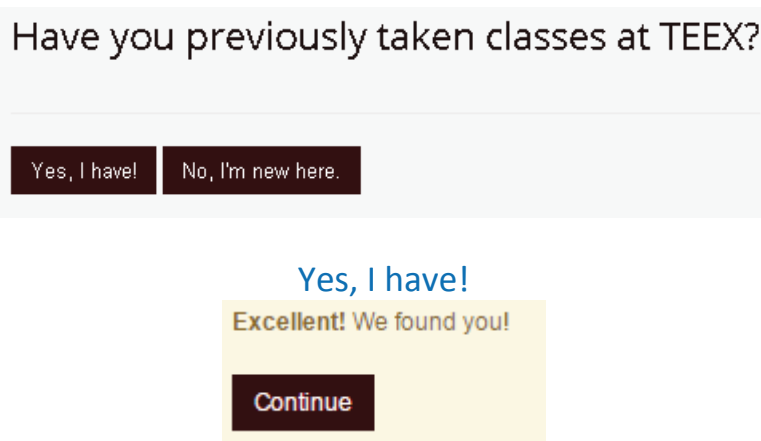

If the student answers "**No, I'm new here**", they will not be assigned a student ID until after they register for a class. However, if the student answers **"Yes, I have!"**, three distinct possibles arise and are documented below.

Case 1: Single Student Account Found

After answering **"Yes, I have"**, if a one and only one student account is found that matches the Portal user's information, the account will automatically be mapped.

Yes, I have!

Pressing **"Continue"** will redirect the user to the dashboard.

Identifying a student from myTeex Student Portal v. 1.3

Case 2: Multiple Student Accounts Found – Exact Match Identified

After answering **"Yes, I have"**, if multiple student accounts match the Portal user's account information, the Portal user will be prompted to provide additional information to identify an exact match. If an exact match is identified, the student ID will then be mapped to the Portal account.

Have you previously taken classes at TEEX?

Yes, I have!   No, I'm new here.

Yes, I have!

Help us match your name to our records.

To help us match any pervious TEEX courses to your new account, please fill out as many of the following fields as possible.

TEEX Student ID:

TCOLE PID:

FEMA SID:

FIDO:

International ID:

Last 4 digits of Social Security Number:

Find Me!   Cancel

Find Me!

Excellent! We found you!

Continue

Pressing **"Continue"** will redirect the user to the dashboard.

Identifying a student from myTeex Student Portal v. 1.3

Case 3: Multiple Student Accounts Found – Exact Match Not Found

After answering "Yes, I have", if multiple student accounts match the Student Portal User account information, the Portal user will be prompted to provide additional information to identify an exact match. If an exact match is not found, the user can request a review.

Have you previously taken classes at TEEX?

Yes, I have!   No, I'm new here.

Yes, I have!

Help us match your name to our records.

To help us match any pervious TEEX courses to your new account, please fill out as many of the following fields as possible.

TEEX Student ID: ❓

TCOLE PID: ❓

FEMA SID: ❓

FIDO: ❓

International ID: ❓

Last 4 digits of Social Security Number: ❓

Find Me!   Cancel

Find Me!

Heads Up! We have not found a definate match for you. To request us to review your information and find a possible match, press the Request Review button. We will contact you within 5 business days, if we have found or not found a definate match.

Request Review!

Clicking **"Request Review"** will send the information to the merge queue and redirect the user to the dashboard.