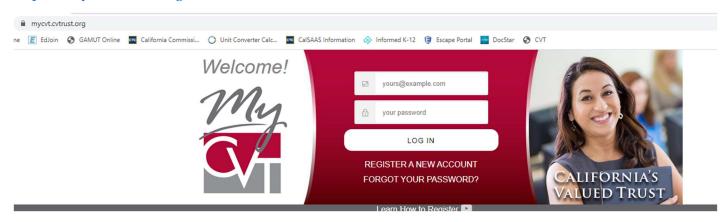


RED BLUFF UNION ELEMENTARY SCHOOL DISTRICT

Setting up your CVT Portal Account

https://mycvt.cvtrust.org/



Click on REGISTER A NEW ACCOUNT

E-mail *	
	system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new
password or wish to receive certain news or	notifications by e-mail.
Passwords must meet the following	ng requirements:
Password must have upper and le	ower case letters.
Password must have at least 8 ch	aracter(s).
Password must have at least 1 di	git(s).
Password must have at least 1 sy	mbol(s).
Password must not contain their	username.
Password *	
	Password compliance:
Confirm password *	
Provide a password for the new account in	hoth fields
1 lovide a password for the new account in	roun netus.
Social Security Number *	
Enter your SSN *	
Confirm *	

Fill in all of the information above Your USER NAME is the email you provide

Next - SELECT SCHOOL DISTRICT



RED BLUFF UNION ELEMENTARY SCHOOL DISTRICT

School District *			
- Select District -	▼)		
Employee type * - Select -			
Terms and Conditions of Use			
☐ Accept Terms & Conditions of Use			
Create new account			

Pull down and scroll to: RED BLUFF UNION ELEMENTARY SD



Then select your employee type

Check ACCEPT TERMS AND CONDITIONS OF USE you can click on the blue hyperlink to access the Terms and Conditions.

Click on the CREATE NEW ACCOUNT at the bottom!

Once you have clicked on "CREATE NEW ACCOUNT" you will be directed to a screen that asks you to verify your DATE OF BIRTH. Make sure you enter the information correctly. Select VERIFY after you have entered your DOB information.

After choosing VERIFY, you will be taken to a screen that says "An email has been sent to the email you used to sign up." CLOSE THE WINDOW and proceed to your email account.

When you receive the EMAIL from CVT, there will be a link in blue to proceed and login in to your new account.