

## Instructions for receiving an assigned NCCER Card number

If you ***do not*** have an NCCER Card number assigned to you and have not completed registration in the NCCER Registry system, please follow the following instructions:

Go to [nccer.org](https://nccer.org)

Scroll down and click on ***Learn More*** under the *Registry System icon*



**Registry System**

Our system helps manage an accredited organization's training & assessment programs.

[Learn More](#)

Click ***Register*** and follow the instructions to receive your NCCER Card number.

Use your Social Security Number (SSN) as the 2<sup>nd</sup> form of identification.

Once you have received your NCCER Card number, please email it back to your contact person:

Stephanie Park, [spark@cscportlavaca.org](mailto:spark@cscportlavaca.org)

If you ***do*** have an NCCER Card number but don't remember the card number or have not registered the number in the Registry System, you can follow the same instructions as above and your number will be sent to your email address.

Once you have received your NCCER Card number, please email it back to your contact person:

Stephanie Park, [spark@cscportlavaca.org](mailto:spark@cscportlavaca.org)