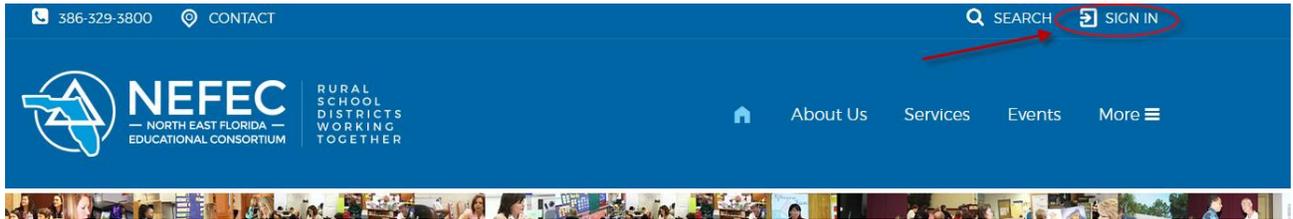
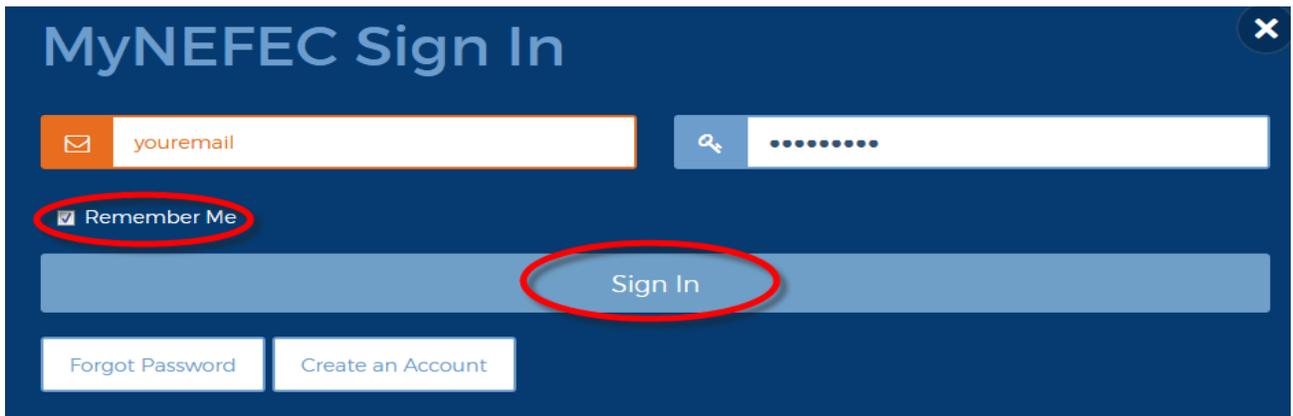


## Updating Your Information on an Existing myNEFEC Account

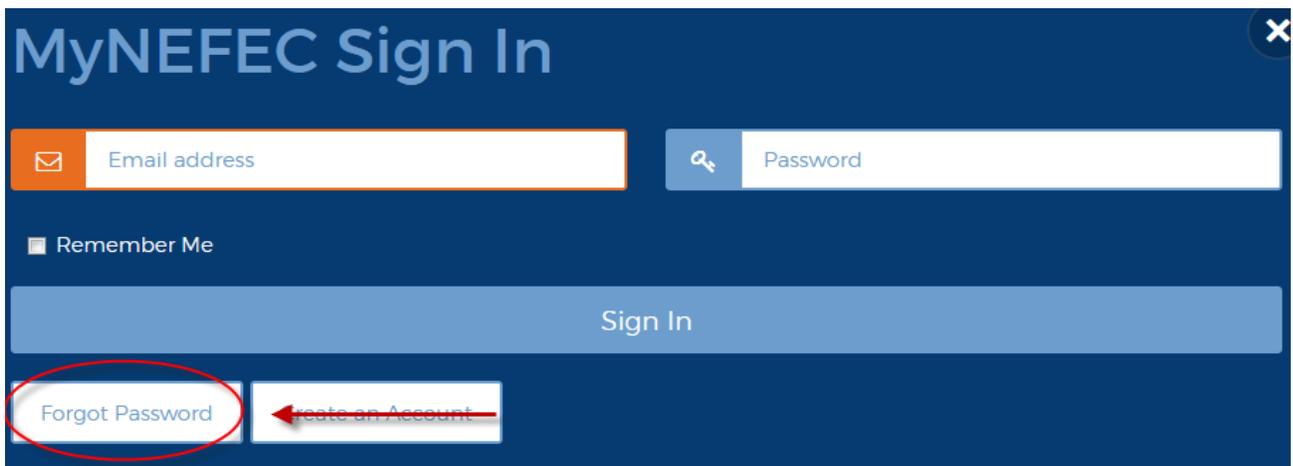
1. Go to [www.nefec.org](http://www.nefec.org) and click the 'SIGN IN' link at the top right of the page. **If you are already signed in, you can skip to Step 4.**



2. Enter your email address and password. If you click the 'Remember Me' button you will not have to log in again from that computer. Click the 'Sign In' button.



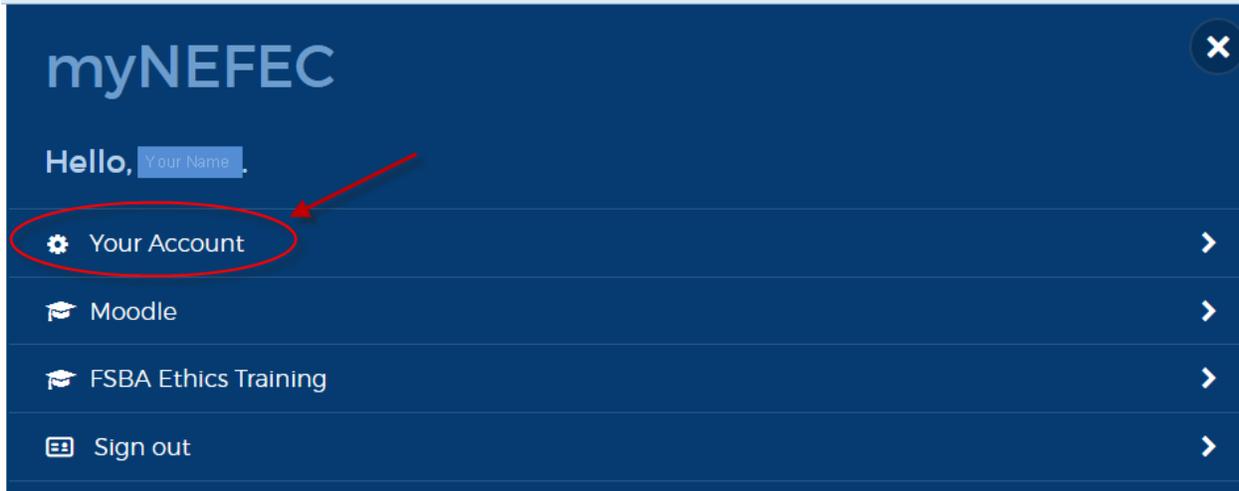
3. If you do not remember your password, you can click on the 'Forgot Password' link and follow the directions to retrieve your password.



4. Click the 'myNEFEC' link at the top right of the page.



5. Click 'Your Account' in the dropdown.



6. Click the 'View/edit your profile' link.

## MyNEFEC Account

- [View/edit your profile](#)
- [Your Groups](#)
- [Your Events](#)
- [TSC Logs](#)

7. Click the 'Edit' button beside the information you would like to update.

**Please Note: NEFEC uses the information from myNEFEC accounts to create rosters and certificates for trainings/courses you may take through NEFEC. Type your name exactly how you would want it to appear on a certificate or name tag.**