Course Equivalency Management System (CEMS)

How to Create a New Account

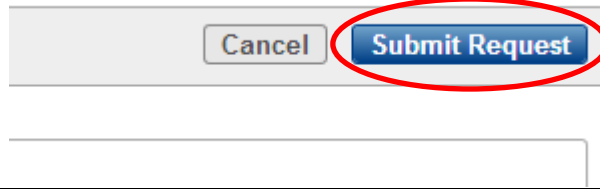|	
Step 1: Go to https://cems.regents.ohio.gov/CEMS/login. Click on the link "New User? Request an Account Here!"	**Course Equivalency Management System (CEMS) Login** Username [ ] Password [ ] **Login** Forgot your password? New User? Request an Account Here!
Step 2: Fill out as many fields as possible, ensuring that the information is accurate. Your email address will be important, as all password resets and emails relating to the CEMS system will be directed here.	**Request an Account** **User Information** First Name: * [ ] Middle Name: [ ] Last Name: * [ ] Email Address: * [ ] **Institution Information** Institution Affiliation: * - Select an Institution - Select all of the roles that apply to your account: * ☐ TAG Coordinator ☐ CTAG Coordinator ☐ OTM Coordinator ☐ Institution/Faculty User Job Title: * [ ] Department: * [ ] Address: * [ ] [ ] City: * [ ] State: * [OH] Zip Code: * [ ] Telephone: * [ ] ext: [ ] Fax: [ ]

| **Step 3**: When finished, click on the "Submit Request" button on the top right of the page. | Cancel **Submit Request** |