How Do I Get My TEEX Certificate?

TEEX is making it easier for you to get your certificate! You are now able to view, download, and/or print your certificate from the MYTEEX Student Portal. Certificates are available on the student portal 14 days after a class has ended.

If you already have a MYTEEX Student Portal account, go to my.teex.org/teexportal and log in. You should see the course you took and the print certificate option.

If you do not have a MYTEEX Student Portal account, follow the steps below to create one.

Step 1

Type my.teex.org/teexportal into your browser's address bar and press the "Enter" key on your keyboard. You should be taken to the page pictured below.

Step 2

Select the "Create Account" button. You should be taken to the Account Registration page.

Step 3

Step 3: Complete the Account Registration page. Password requirements include the following:

- **10 character minimum and must contain 3 of the following**
  - **Uppercase letters**
  - **Lowercase letters**
  - **Numbers**
  - **Non-alphabetic characters (Examples: !, ?, =, #)**

Account Registration

Excellent! Your myTEEX Student Portal account has been created. Please check your email for the verification code to confirm your account. Once your account has been verified, you will be able to register for courses.

Be sure to check your spam box just in case.

Email Address:
dianebcornwell@gmail.com

Verification Code:

[Verify Now] [Resend Code]

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myTEEX Account Verification   Inbox x

myTeex Student Portal <eLearning@teex.tamu.edu>
to me

Dear ████, You recently created a Student Portal account with the Texas A&M Engineering Extension Service (TEEX) using myTEEX. To complete the registration process, please confirm your account by either clicking on or pasting the link below in your browser.

Https://my.teex.org/TeexPortal/?MO=mRegister&S=ACT&V=11AD1E427F924D362B1AFBA2878B5F4E&E=dianebcornwell@gmail.com

Verification Code: 11AD1E427F924D362B1AFBA2878B5F4E

If you did not create a myTEEX account and feel you have received this email in error, please notify us at websupport@teex.tamu.edu Thank you, TEEX Customer Care

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Account Registration

Excellent! Your account is now verified. Please login.

TEEX | MYTEEX STUDENT PORTAL

Welcome to myTEEX, the new Student Training Portal for the Texas A&M Engineering Extension Service. Thank you for choosing TEEX as your training provider!

If you are new to the MyTEEX Student Portal, you will need to create an account in order to register for a course. Once you complete your profile, you will have easier access to a wide range of training programs we offer. You will be able to see a list of classes you are currently enrolled in and view or print your TEEX training history of previous classes attended.

User Login

Email Address:

Password: Forgot Password

[Sign in]

New User
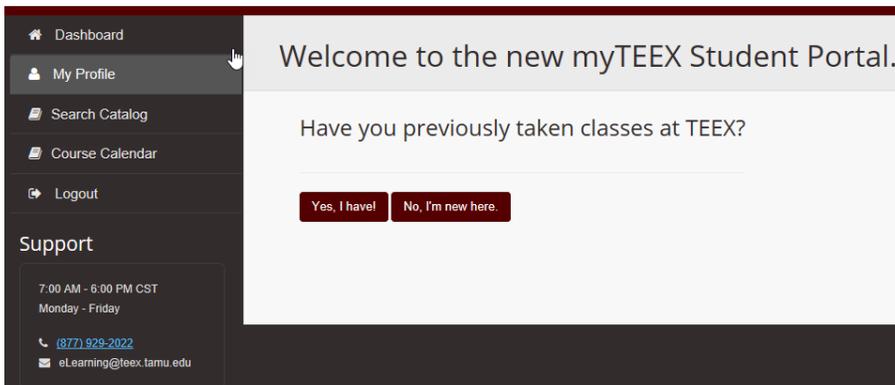
Register for a myTEEX account

[Create account]

Need Help?
📞 (877) 929-2022
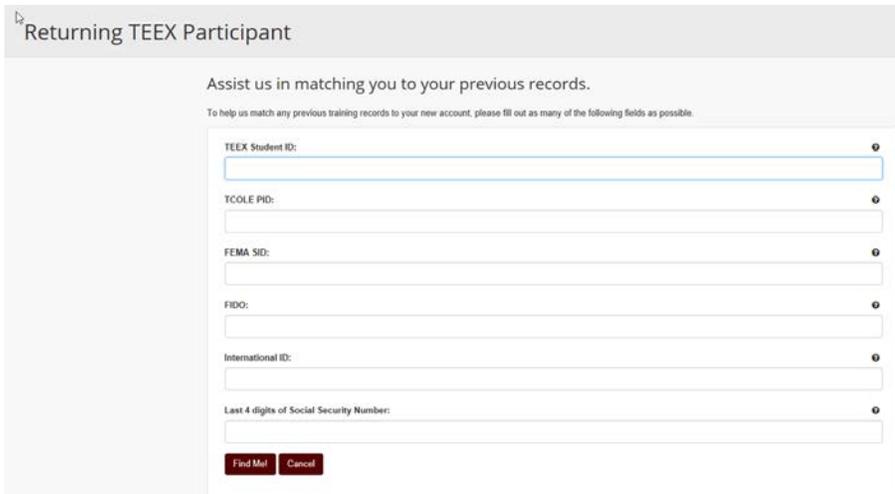Monday - Friday 7am - 6pm CST
✉ eLearning@teex.tamu.edu

Warning! Unauthorized use of this computer system is prohibited. There can be no expectation of privacy except as provided by privacy laws. Usage is subject to security testing and monitoring. Misuse is subject to criminal prosecution.

Step 4

You will be taken to a page requesting a verification code.

Do not close this page.

In a new browser tab, check the email you used to register. You should receive an email similar to the following example.

Step 5

Copy the verification code and paste it into the Account Registration page shown in Step 4. Select "Verify Now". You should be taken to the page below.

Step 6

Select "Please login".

You will be taken back to the initial screen.

Step 7

Type in the email address you used to register and the password you created during the registration process.

Select "Sign In".

You will be taken to the Welcome page.

Step 8

Since you took a class with TEEX, you will be in our system so select the "Yes, I have!" button.

You will be taken to the Returning TEEX Participant page.

Returning TEEX Participant

Assist us in matching you to your previous records.

To help us match any previous training records 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:

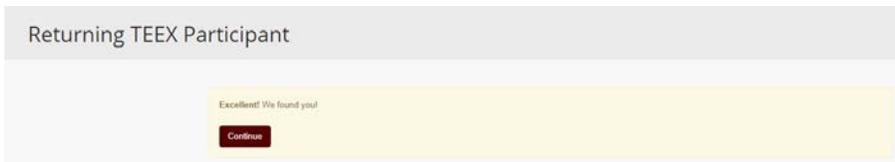Last 4 digits of Social Security Number:

Find Me!   Cancel

Step 9

Type the requested information in at least one of the fields. (Your TEEX ID will give the best chance of finding your existing records.)
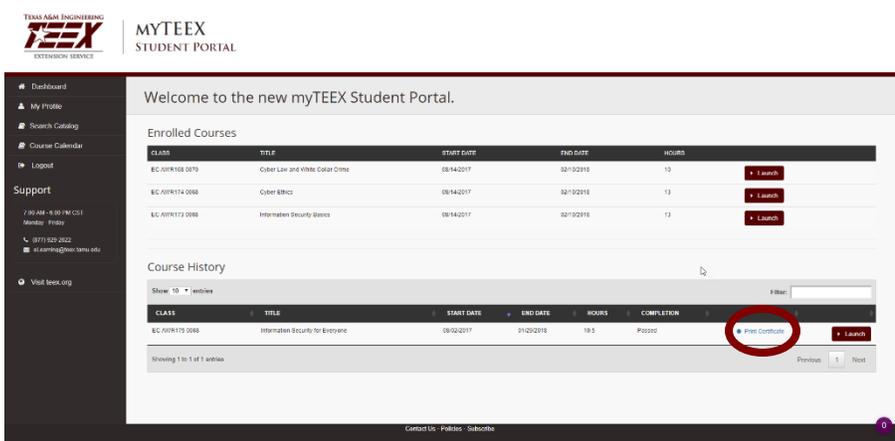
Select "Find Me!"

If the system finds you, you will see the message "Excellent! We found you." If the system cannot find you, call 979-458-6833 or email studentrecords@teex.tamu.edu.

Returning TEEX Participant

Excellent! We found you!

Continue

Step 10

Select Continue. Your portal account will be merged with your TEEX account and you will be taken to your portal homepage.

Step 11

In your student portal, you can view, download and print your certificates, view TEEX courses you are enrolled in as well as your TEEX course history. Select "Print Certificate". Your certificate will open in your browser for you to download or print.