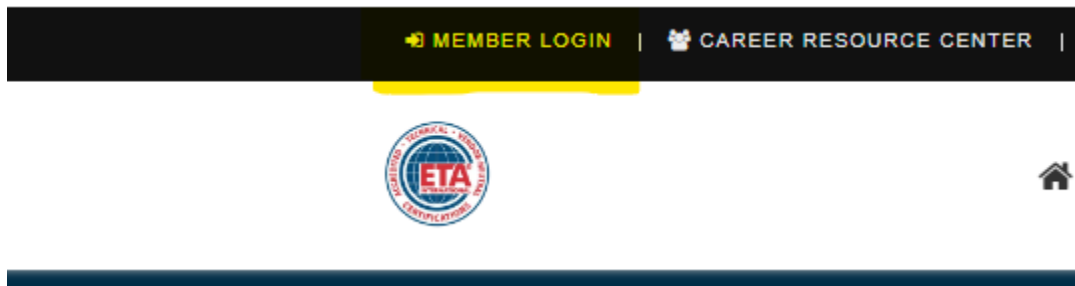


Logging into ETA's Online Portal

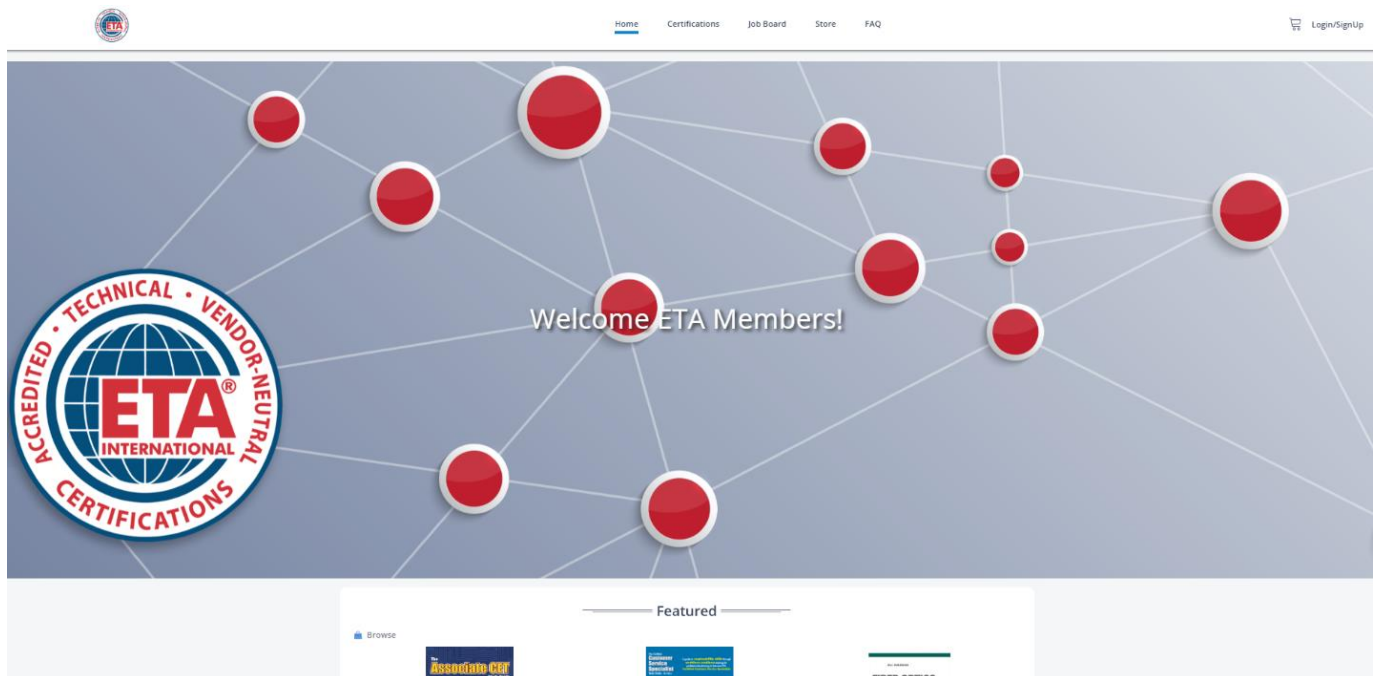
Welcome to ETA® International's new online solution for ETA Members and customers! Below are instructions on how to log in. If you have any further questions, or simply need clarification, please don't hesitate to reach out to ETA by emailing eta@etai.org or call (800) 288-3824.

Step 1: Please visit www.etai.org

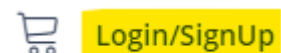
Step 2: Find and click "MEMBER LOGIN" in the upper left corner as shown below.




You should have landed on this page:




Step 3: Locate the icon in the top right corner that looks like this:



Step 4: Click on that icon and then click “Login” You should have landed on this page:



Home Certifications Job Board Store FAQ Login/SignUp



Sign in with your email and password
Are you a current ETA member logging in for the first time? If so, click the “Forgot Password?” option to set up a new password. Your username is your email address that is linked to your ETA member record. If you have any questions please contact the ETA staff at (765) 653-8262.

Sign in with your email and password
Username
Password
[Forgot your password?](#)

By signing in, I agree to the [Privacy Policy](#) and [Terms of Service](#).

Login

[Need an account? Sign Up](#)

Step 5: Click “Forgot your password”

Step 6: Enter your primary email address to reset your password. **This is the primary email that is linked to your ETA Member record.** Follow the steps to reset your password.



Forgot your password?

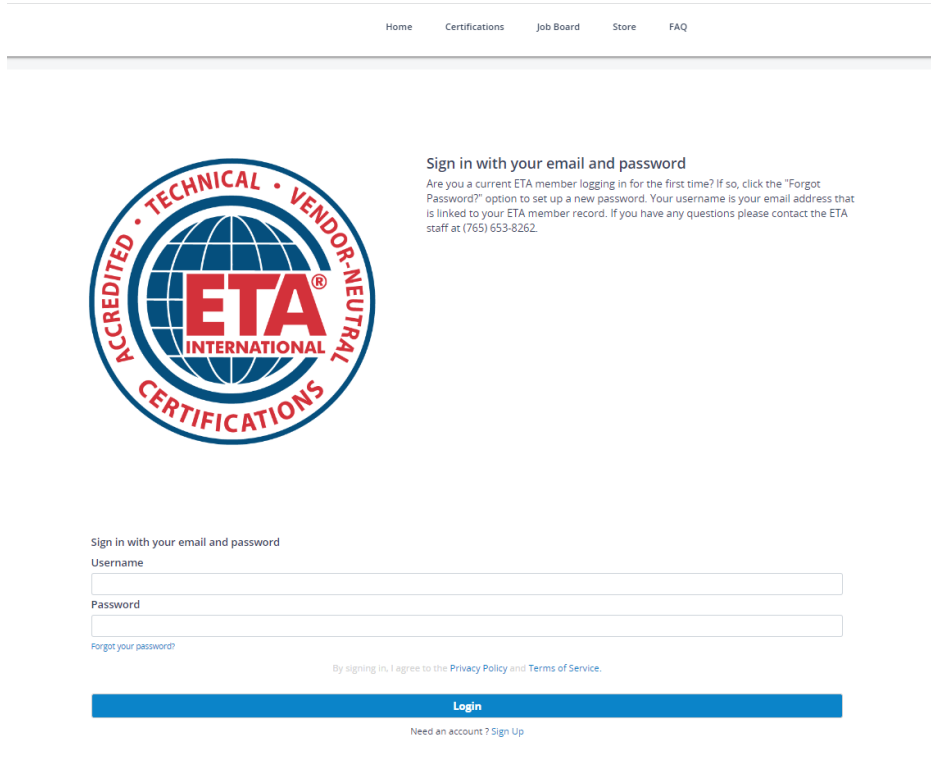
Enter your Email Address below and we will send a message to reset your password

Reset my password

[Back to Sign In](#)

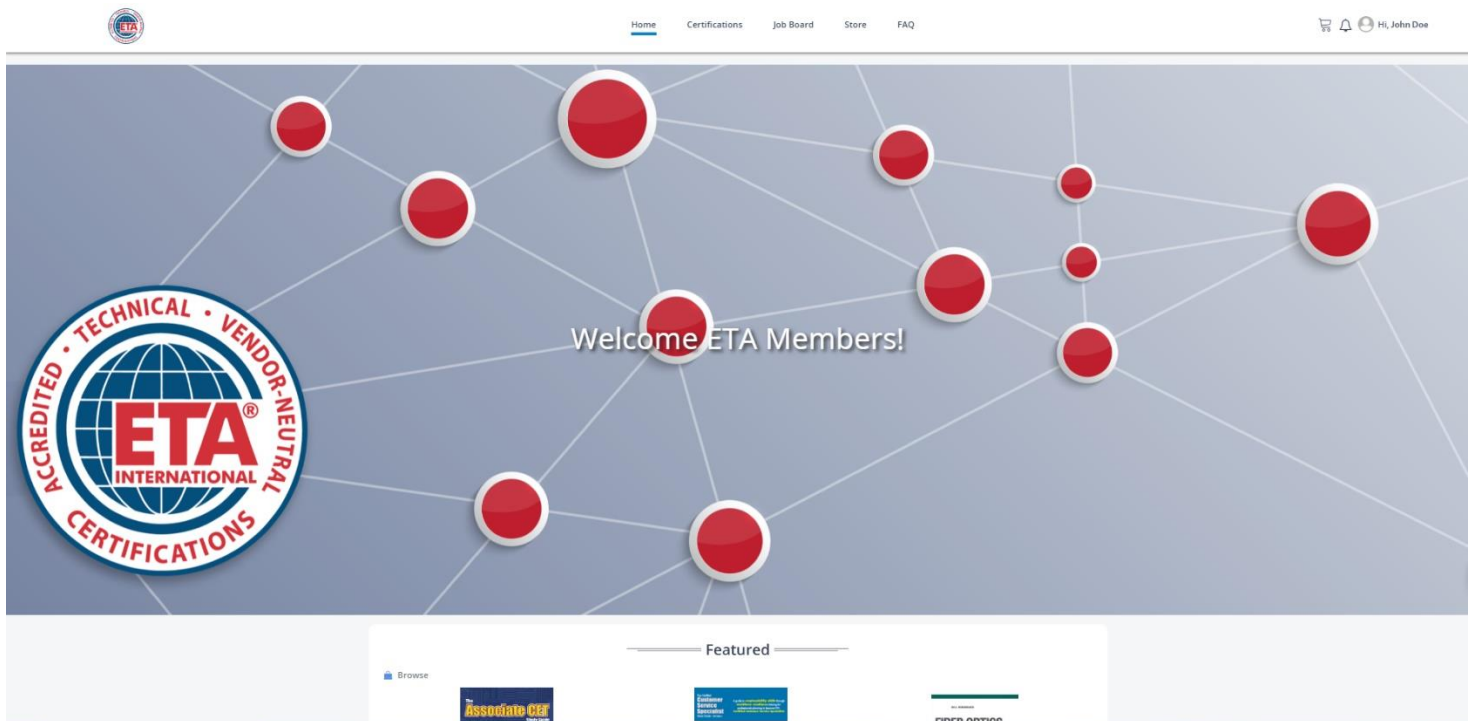
Step 7: After hitting “Forgot password”, look in your email inbox or junk/spam for the link to reset your password. Click the link found in your email and log in again using your new password.

(Remember: Username = your primary email on file)



The screenshot shows the login page for ETA International. At the top, there is a navigation bar with links for Home, Certifications, Job Board, Store, and FAQ. The main content area features the ETA International logo on the left, which is a circular emblem with a globe in the center and the text "ACCREDITED • TECHNICAL • VENDOR-NEUTRAL CERTIFICATIONS" around the perimeter. To the right of the logo, the text reads "Sign in with your email and password" followed by a question: "Are you a current ETA member logging in for the first time? If so, click the 'Forgot Password?' option to set up a new password. Your username is your email address that is linked to your ETA member record. If you have any questions please contact the ETA staff at (765) 653-8262." Below this text are two input fields: "Username" and "Password". A link for "Forgot your password?" is located below the password field. A blue "Login" button is positioned below the input fields. At the bottom of the form, there is a link for "Need an account? Sign Up" and a small text line: "By signing in, I agree to the Privacy Policy and Terms of Service."

Step 8: After logging in, you will land on this **Home Page**:



The screenshot shows the home page of the ETA International website. The top navigation bar includes the ETA logo on the left and links for Home, Certifications, Job Board, Store, and FAQ on the right. A user profile icon with the name "Hi, John Doe" is also visible. The main content area features a large graphic with a network of red circles connected by lines, set against a light blue background. The text "Welcome ETA Members!" is centered in the graphic. The ETA International logo is prominently displayed on the left side of the graphic. Below the main content area, there is a "Featured" section with a "Browse" button and three featured product cards: "The Associate CEF", "The Associate CEF", and "FIRER OPTICS".

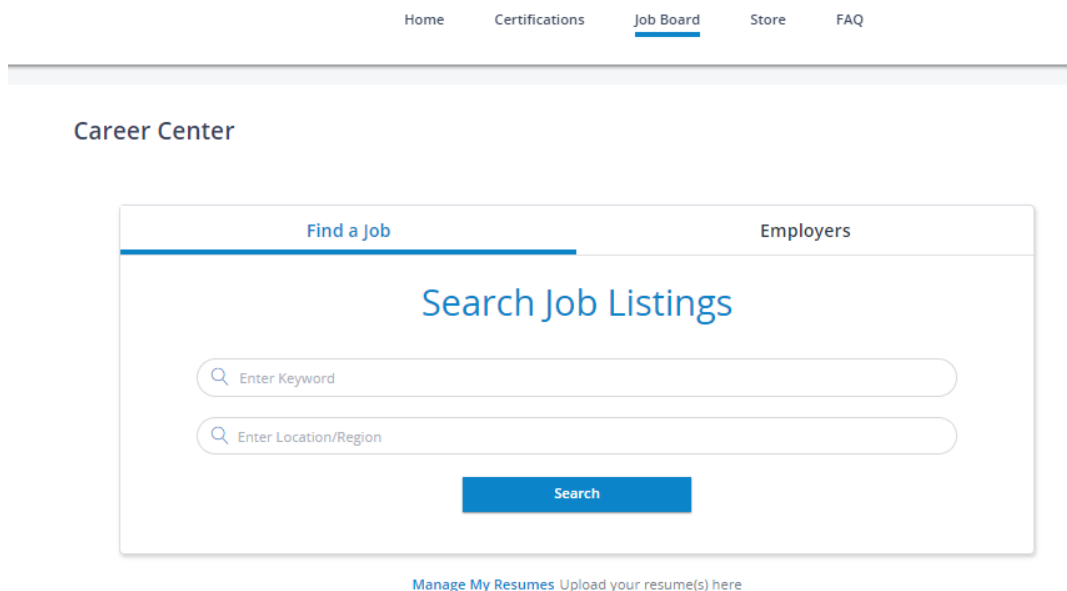
Features Available:

On the **Home Page**, you can view your certifications by clicking on the “**Certifications**” tab at the top of your screen:

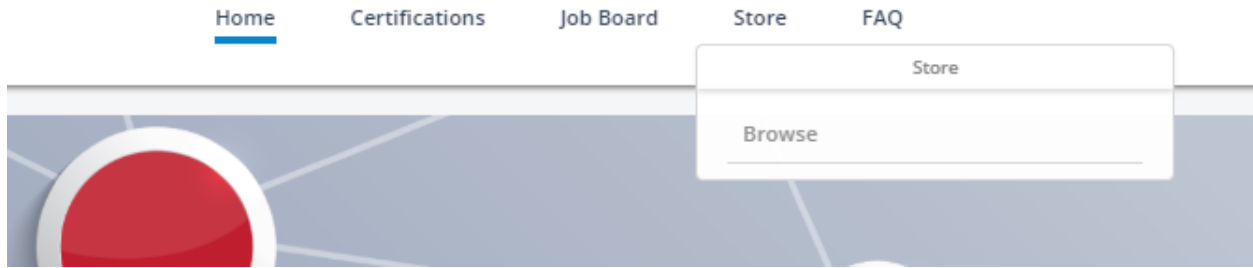


- Click “**View/Renew My Certification**” to view your certification(s).
- If you need to fill out your Maintenance Form or Employer Verification Form, click “**Maintenance Forms**”
- If you need to report Continuing Education Units, click “**Report CEU Credits**”

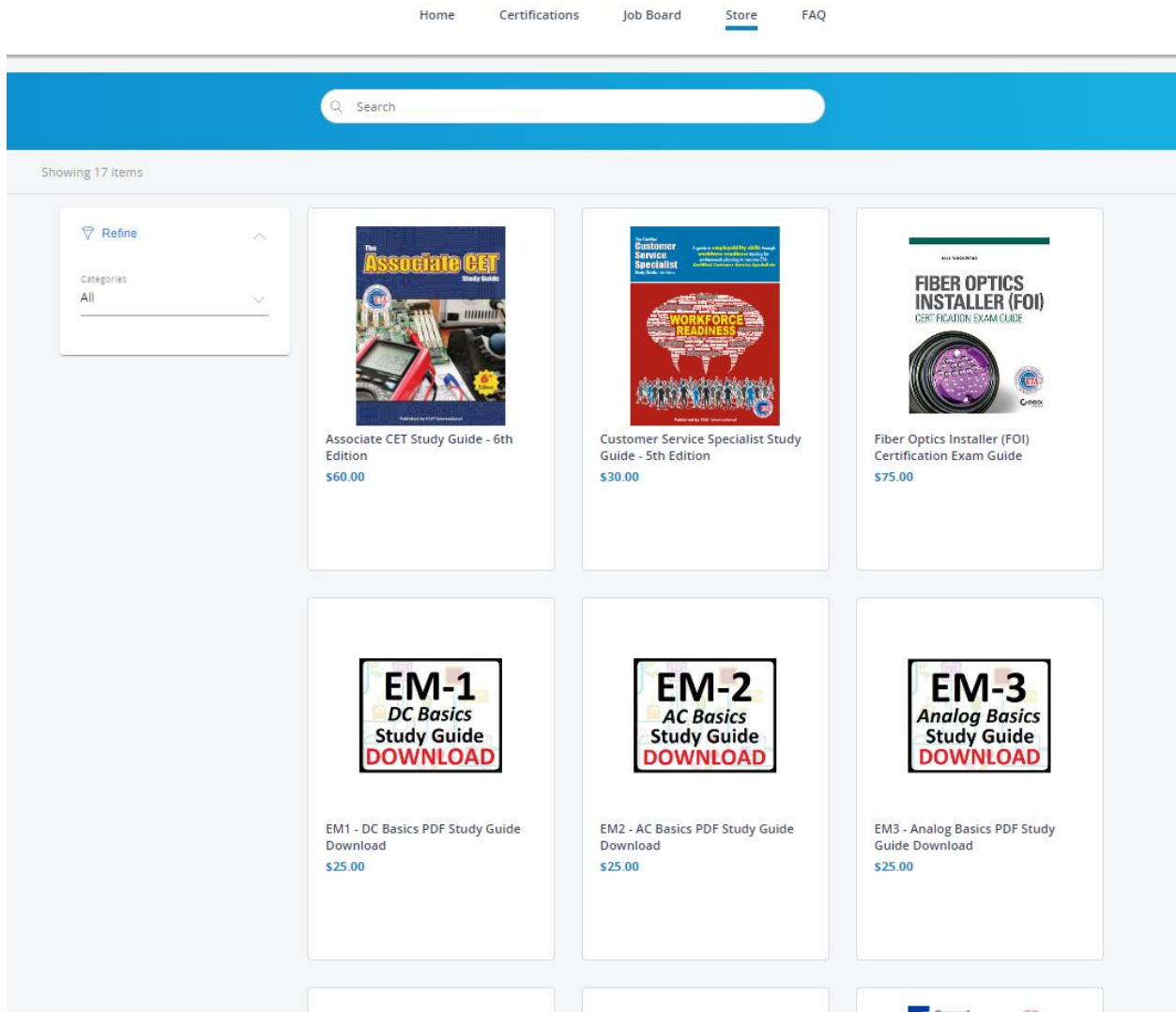
Next on the menu is “**Job Board**”. Are you hiring or looking for a job? The **Career Resource Center** is the place to post your job listing, post your resume for hiring companies to view, and a place for you to view open positions that are available for hire. This is a FREE feature for ETA members and employers to use.



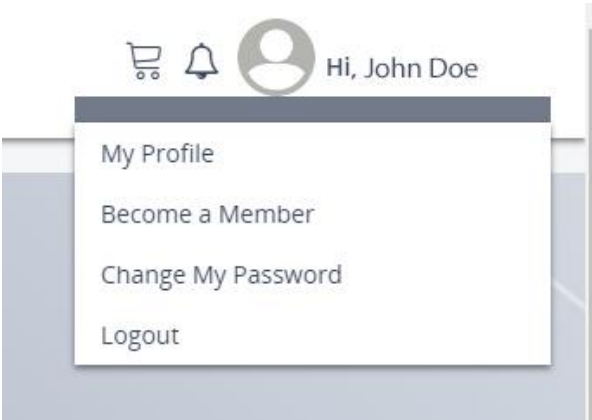
Next is “Store”. Click “Browse” to be sent to ETA’s Online Store.



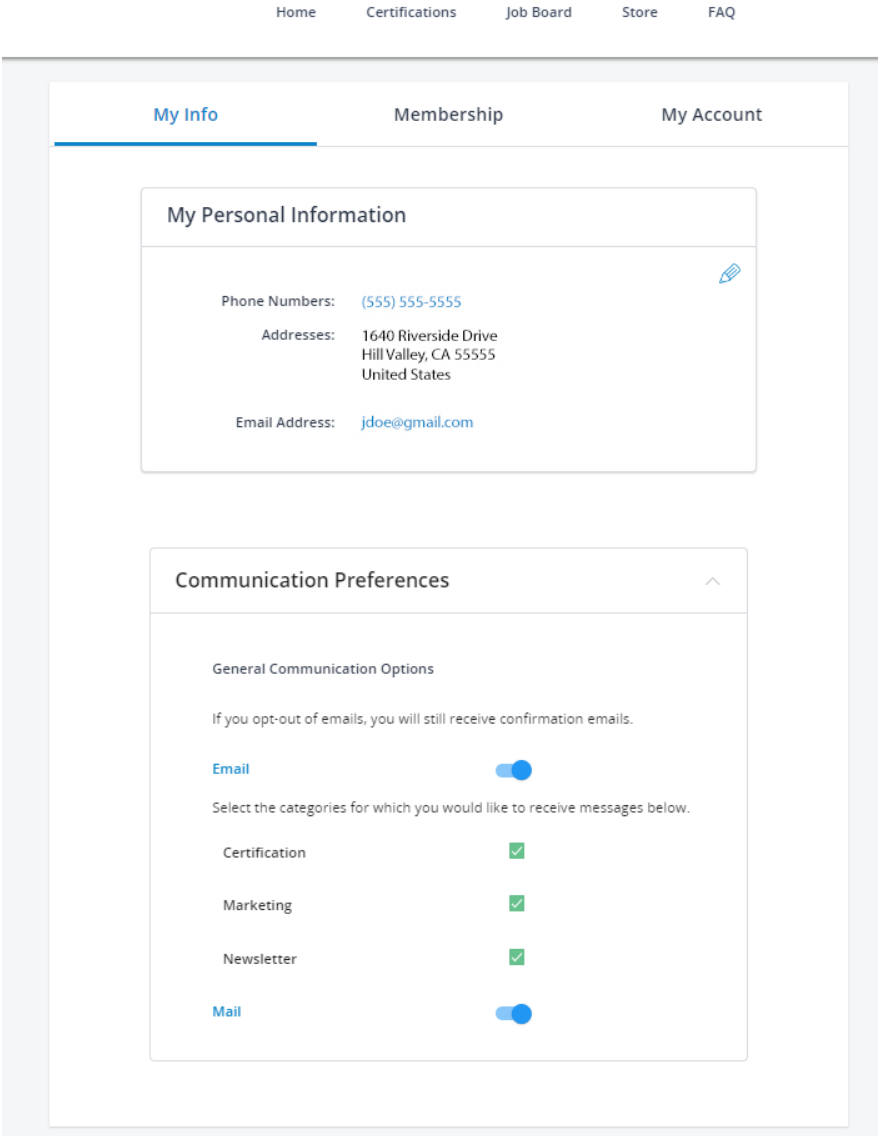
ETA’s Online Store will appear on your screen as shown below.



The next feature available to you, is the ability to update your personal information in **“My Profile”**. You can find this feature in the upper right-hand corner as shown here:





Your profile contains a tab titled **“My Info”** with includes your mailing address, phone number, email, and communication preferences (shown below).



You also have the ability to manage your payment preferences that are linked to your account (located in the **Saved Payment Options**).

My Info Membership **My Account**

View Account History 

Saved Payment Options 

Add a New Payment Method

- + Add a new credit or debit card
- + Add bank account

Please note, the records found in the portal is with an effective date of February 1, 2023, going forward. For historical payments/records, please call ETA. Make sure that your information is up to date! This is how we contact you regarding your certifications and their expirations. Keep in the know with the latest news.

Enjoy! As always, if you need help with anything, please don't hesitate to reach out to ETA® International. A staff member would be happy to assist you.

**Email: eta@etai.org
Toll Free: (800) 288-3824
Fax: (765) 653-4287**