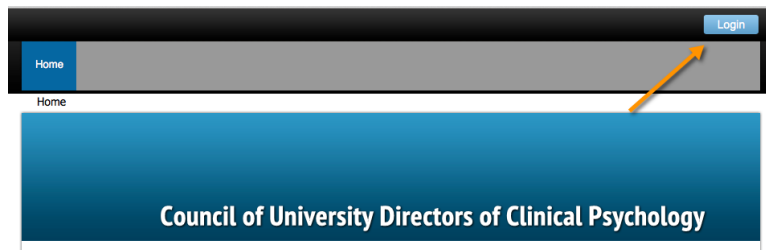
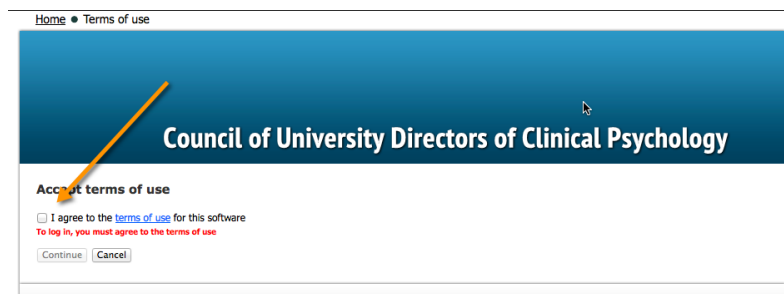


You should have received an email from the website (the sender will be, "Council of University Directors of Clinical Programs" and the subject will be, "Login information for Council of University Directors of Clinical Programs" Check your spam folder if you don't see it. If you can not find that email, send an email to the CUDCP Treasurer and a new one will be sent ([cudcp.treasurer@gmail.com](mailto:cudcp.treasurer@gmail.com)). That email will provide you with log in information and a link to the website URL. Your username will be your email address and the password is a randomly generated password from the website.

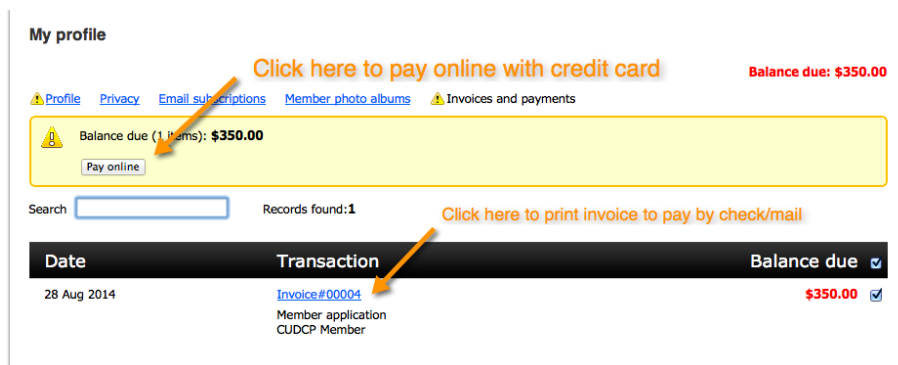
1. Visit [www.cudcp.org](http://www.cudcp.org)
2. Please log in via the log in button at the top right corner of the website



Accept the conditions of the website.



3. Pay dues:

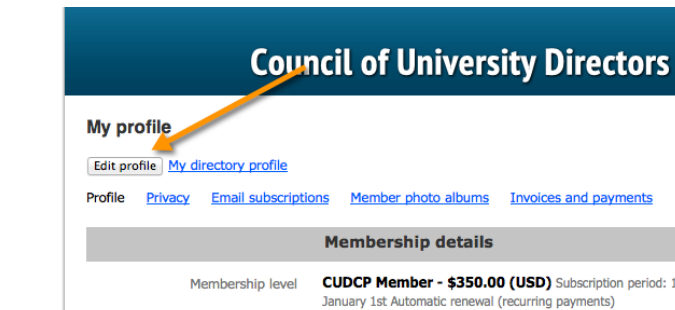


**IMPORTANT: You cannot edit your profile until dues are paid! Don't continue on to #4 until your dues are paid.**

- This will then bring you to the home page which will include tabs to important CUDCP documents, information on the upcoming Midwinter Meeting, and power points from previous Midwinter Meetings. Several of the tabs will be available for public view once we launch, but for now are viewable only my members who are logged in.
- Click on your name in the upper right hand corner to pull up your profile page.

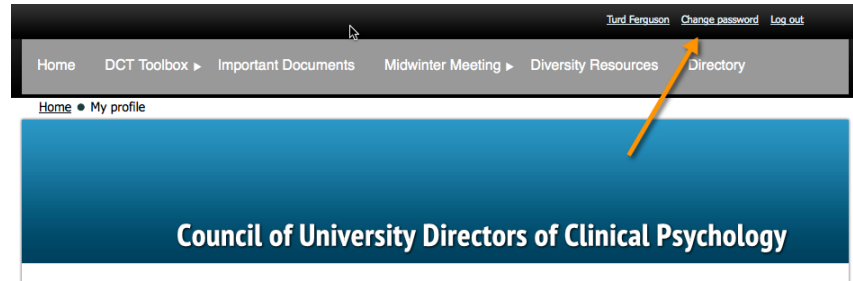


- Click on the “Edit Profile” button



- Add any missing information (especially your program website and link to C-20 data page). You can add a secondary contact (e.g., Associate DCT for Program Admin Assistant) if appropriate for your program. Click on the “Save” button in the bottom left to save your changes.

- Click on the “Change password” link next to your name in the upper right hand corner and change your password.



Please report any technical issues immediately.

Cheers,  
Becky Ready, Ph.D.  
CUDCP Secretary/Treasurer  
49 Owen Drive  
Amherst, MA 01002

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