



CERTIFICATION PROGRAMS

Who will have access to the Portal?

The accounts payable, certification, principal officer, and quality contacts on file for your firm can use the Portal. They will receive an email like the one shown below with information about how to get started.

Firms that have received invoices for June 2023 will start getting these welcome emails on July 21, 2023. We'll continue to bring firms on board each month until all certified firms have access to the Portal.

Once your firm is set up, you'll need to use the process detailed in the Profile Update documentation.

Important technical note: Please be sure to clear your web browser's cached images and files before clicking the login link in that email. The email will have directions for common browsers.

Hi Loren,

As unveiled during the Certification Forum at NASCC, AISC Certification has a new Participant Portal. Through your secure login, you can now access your certifications/endorsements, individual contacts, current audit/invoice, and other information. Please see "[Bulletin 2022-01](#)" for more information.

Before setting up your username and password, please clear out your default web browser's cache of images and files.

If you need instructions on how to do so, please click on the respective browser link "[Google Chrome](#)," "[Mozilla Firefox](#)," "[Microsoft Edge](#)."

To set up your login and password, please use the link below:

https://aisc--full082022_sandbox.my.site.com/participant/login?c=JTEYbt6SALoaNG6oHpXnZsXGz22wZcx2HUSF9_fmVdyXNFNlqWZhC65ckiOM4hhfyTfIKJ.3FCwU4AApFSvhmmXNPdxvQrHilJH1U3Edf5z968KJvGva_fOWQk0_Z5aUVfJLj2GmWD9uymGWIRAMQZXWZw8l.tfGEdbObGj8bEcNRRkkMHF4kWYmAQkpQAPI6XJeZ

Username: ggozier123@gmail.com

Finally, please remember to document your password, as this will be your portal password moving forward.

If you have any questions, please visit www.aisc.org/certification/portal or if you have trouble accessing the portal, please contact us at certification@aisc.org or 312-670-7520.

Sincerely,

The AISC Certification Team



How to log in:

When you click on the big link in that email, you'll have to acknowledge you have read and agree to adhere to current [program governing requirements](#) by checking the *Accept* box. Please see below.

A screenshot of the AISC Participant Portal login screen. At the top center, there is a header with the AISC logo and the text 'CERTIFICATION PROGRAMS'. Below the header, the user's email address 'ggozier123@gmail.com' and a 'Log Out' link are visible. The main content area is a white box with a blue border. It contains the heading 'Welcome to the Participant Portal', followed by the text 'Please read and acknowledge your agreement to the AISC Governing Requirements. The terms may be found [here](#)'. Below this text is a checked checkbox followed by the word 'Accept'. At the bottom right of the white box is a blue button with the text 'Next'.

(If you haven't already checked out the most current version, this is a great time to do so! AISC updates these regulations every year.)



You will now choose a password for future Portal access.

A screenshot of a web form titled 'Change Your Password' for the ASIS Certification Programs. The form is centered on a light gray background. At the top of the form area is the ASIS Certification Programs logo. Below the logo, the title 'Change Your Password' is displayed. The form contains the following elements:

- Text: 'Enter a new password for ggozier123@gmail.com. Make sure to include at least:'
- Radio button: 8 characters
- Text: 'Also include at least 3 of the following:'
- Radio buttons:
 - 1 uppercase letter
 - 1 lowercase letter
 - 1 number
 - 1 special character ⓘ
- Text: '* New Password' followed by a text input field containing the character 'l'.
- Text: '* Confirm New Password' followed by an empty text input field.
- Button: A gray button labeled 'Change Password'.
- Text: 'Password was last changed on 7/18/2023, 7:55 AM.'

At the bottom of the page, below the form, is the copyright notice: '© 2023 salesforce.com. All rights reserved.'

Once you have successfully created and saved your password, you will be redirected to your Portal homepage, as shown below.



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AISC Participant Portal

Welcome to the new Participant Portal! You'll be able to see your account information and current contacts, plus you'll have access to your audit and invoice details. If you have any questions, please contact us at either certification@aisc.org or 312-670-7520. Thank you!

CERTIFICATION REQUESTS

[UPDATE COMPANY PROFILE](#)

[PAY INVOICE](#)

[WITHDRAW CERTIFICATION](#)

CERTIFICATION REFERENCE LINKS

- [Find A Certified Company](#)
- [AISC Homepage](#)
- [Certification Bulletins](#)
- [Our Quarterly Newsletters](#)
- [NASCC Sessions](#)
- [Resources](#)
- [Certified Fabricators' Site](#)
- [Certified Erectors' Site](#)

We hope you find the Portal useful! You can continue your introduction in the [Navigating the Portal documentation](#).