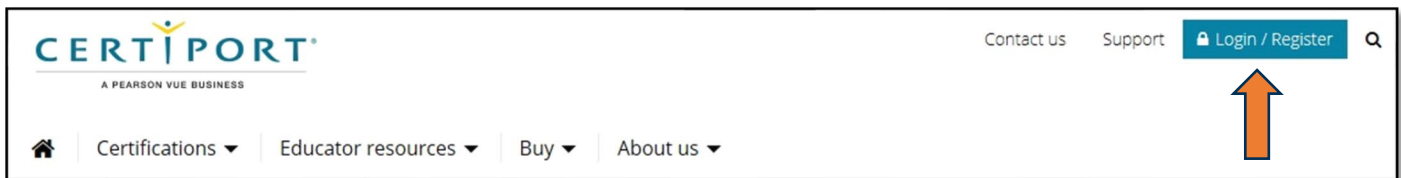## Guide Summary

Use this guide to locate your unique Microsoft Certification Identification (MC ID).

Locating your ID
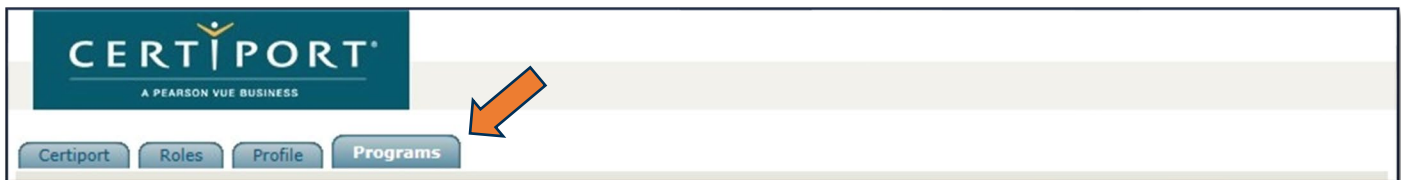
Log in to the Certiport website:

1. Navigate to www.certiport.com and click Login/Register in the top, right-hand corner. Log in using your Certiport **Username** and **Password**.
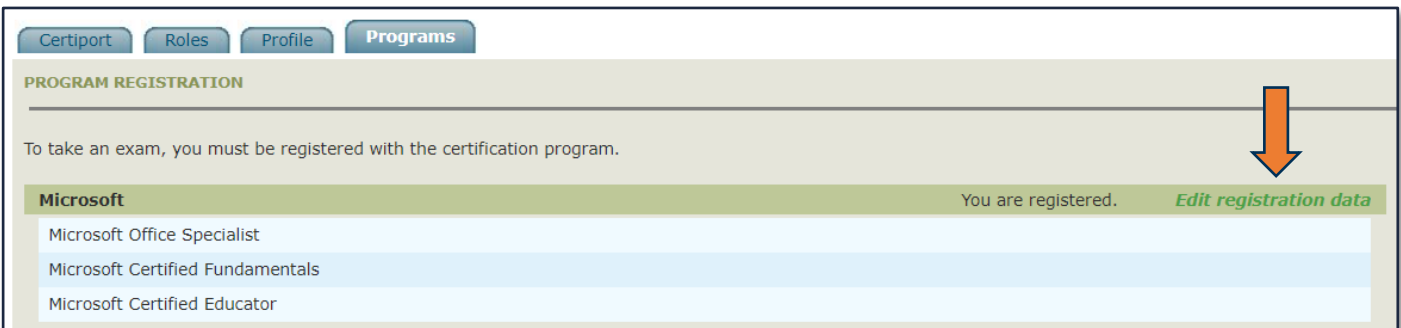

2. Once logged in, access your Profile by clicking on the **My Profile** button.

3. Click on the **Programs** tab to access your registration information.

4. Click on **Edit Registration Data** for the Microsoft Program.

5. Locate your **MC ID** within the registration info.

Microsoft Registration

Microsoft

Please enter the requested information.

Attention Microsoft Technology Associate (MTA), Microsoft Office Specialist (MOS) and Microsoft Certified Educator (MCE) candidates: You can include your name and address in your local language (double-byte characters) in addition to the required English alphabet fields. eCertificates and Microsoft official transcripts can be made available with your double-byte character name if you enter it here.

Required Fields (Romanized Characters Only for name and address, i.e. o namae)

Optional Fields (Double-Byte Characters Only, i.e. お名前)

[Use my Certiport profile data]   Click this button to fill in your Microsoft profile from your Certiport profile.

First name:*		First name:
Middle name:		Middle name:
Last name:*		Last name:
Phone:		
	Do not include the international calling code.	
Email:*		
Company:		
Job title:		
Language:*	[▾]	Country/Region: United States
		Line 1:
Country/Region:*	[▾]	Line 2:
Line 1:*		City:
Line 2:		State/Province: [▾]
City:*		Zip/Postal Code:
State/Province:*	[▾]	
Zip/Postal Code:*		

(* indicates a required field)

Microsoft Certification ID: [0000000]   ⬅
Access Code: XXXXXXXX-XXXX-XXXX-XXXX-XXXXXXXXXXXX

Microsoft Non-Disclosure and EULA Agreement   Non-Disclosure and EULA agreement status: Accepted

☐ Microsoft may use the contact information I have provided to contact me regarding important security, product and event information.

☐ Microsoft Partners may use the contact information I have provided to contact me regarding important security, product and event information.

[Submit] [Cancel]

Frequently Asked Questions

Q. Can I access my Microsoft certifications on Microsoft's website?
A: *No. Log in to your Certiport Test Candidate account and access your transcript to view your certifications taken through Certiport.*

Contact Support

If you need assistance with your **Microsoft Certification ID** contact your [Microsoft Regional Service Center](#).

Find additional [Answers](#) online or Contact Certiport Support through Phone, Email, or Live Chat.
Support is available Monday through Friday 6am to 5pm MT