

Activating Your LionsLink (ctcLink) Account Lake Washington Institute of Technology

Overview of Steps

1. Activate your account ID (ctcLink ID).
2. Email the ctcLink ID to our registrar: registrar@redmondtoddlergroup.org
3. Complete the Covid Attestation in your Student Portal

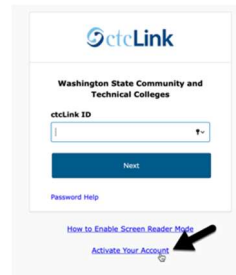
Activate Your Account (ctc Link ID)

Step 1

Open a web browser, and go to the [LionsLink Powered by ctcLink](http://LWTech.edu/LionsLinkActivation) activation page (LWTech.edu/LionsLinkActivation).

Step 2

Below the login window, click on 'Activate Your Account' link.



Step 3

Follow the instructions by entering your First Name, Last Name, Date of Birth, and ID number. Click on 'Submit'.

Tip:

- **Current Student?** Use your 9-digit student ID number (old SID with NO dashes)
- **New Student?** Use your 9-digit ctcLink ID (from welcome email)
- **Getting stuck?** Make sure the name you entered is the one you used during admissions

A screenshot of the "Activate Your Account" form. At the top is the ctcLink logo and the text "WASHINGTON COMMUNITY AND TECHNICAL COLLEGES". Below that is the heading "Activate Your Account". The form contains four input fields: "*First Name", "*Last Name", "*Date Of Birth (MM/DD/YYYY)", and "*ID Type *SID (old) ID". A yellow "Submit" button is below the fields. A callout box with a speech bubble points to the ID field and contains the text "no dashes". An "OK" button is located below the "Submit" button.

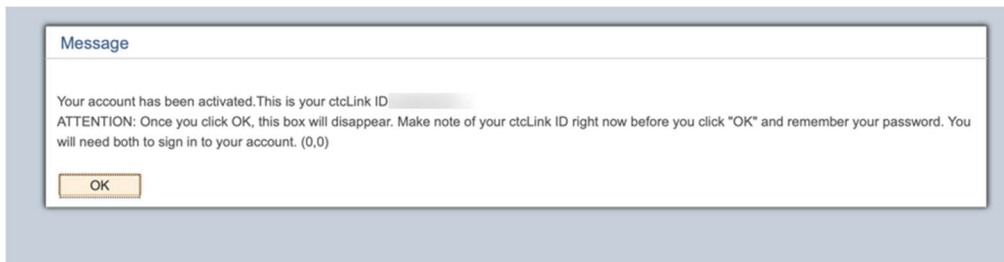
Step 4

Enter your preferred email, required security question, optional recovery phone number, and a password.

Tip: The answer to the security question has to be at least 6 characters. You'll need your security answer if you ever need to reset your password.

Step 5

Your account is now activated! **Make sure to record your ctcLink ID** (this is your new student ID number). Then, click **'OK'**.



Stop here—

Please Email our Registrar at
registrar@redmondtoddlergroup.org with your
ctcLink ID

Step 6

Then you will be prompted to close the window.



Account Activation successfully completed. Please close your browser before logging in to ctcLink.

Log-in to the Student Portal & Complete the Covid Attestation

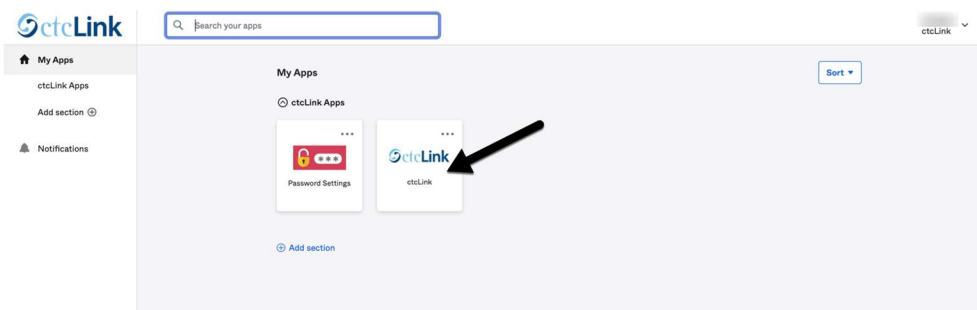
Step 7

Use your new student ID number and password to [log into the classic view](https://LWTech.edu/ClassicLogin) of LionsLink (LWTech.edu/ClassicLogin).

The image shows a login form for ctcLink. At the top is the ctcLink logo. Below it, the text 'Washington State Community and Technical Colleges' is displayed. Underneath, there is a label 'ctcLink ID' followed by a text input field. Below the input field is a blue button labeled 'Next'. At the bottom left, there is a link for 'Password Help'. At the bottom center, there is a link for 'How to Enable Screen Reader Mode'. At the bottom right, there is a link for 'Activate Your Account'.

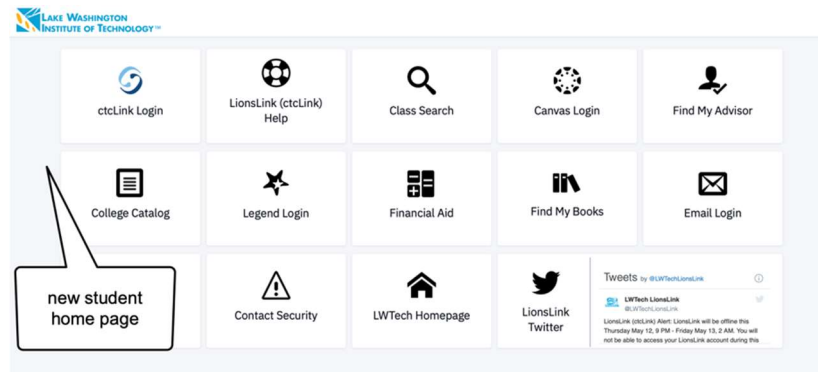
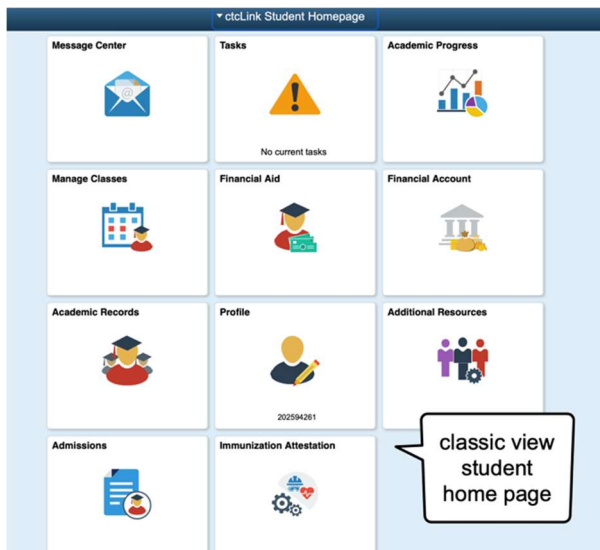
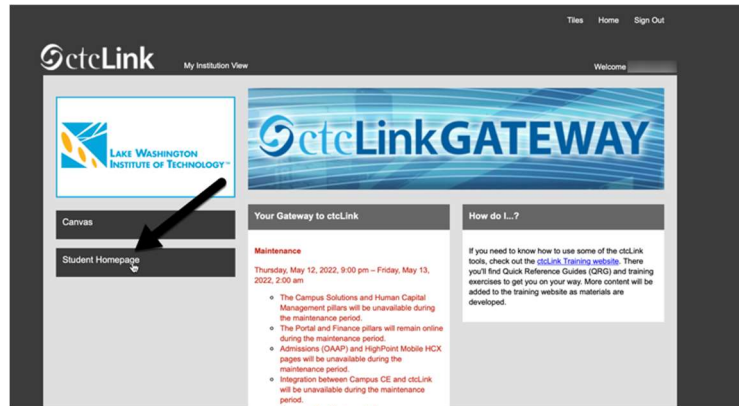
Step 8

Click on the "ctcLink" app.



Step 9

Click on “Student Homepage”. This is the **Classic View Student Homepage**. LWTech is now set as your college. You may log out, explore the Classic View Student Homepage, or explore using the new [Student View \(LWTech.edu/StudentViewLogin\)](#).



Step 10

Click on “Immunization Attestation”.



Step 10

Confirm the details that should already be populated in the fields, edit as needed, and then click **Submit**. A confirmation will pop-up at the top of the screen: “Your submission has been recorded successfully” or something similar to that effect and you will be done. The page will not change.

COVID-19 Vaccination Attestation

Vaccination Details

*Immunization/Exemption	*Date Taken
Pfizer-BioNTech - 1st dose	<input type="text"/> <input type="calendar"/>
Pfizer-BioNTech - 2nd dose	<input type="text"/> <input type="calendar"/>

Self Attestation

I declare that the information I have provided is accurate and true, and I acknowledge that it may be subject to further verification.

Yes I Agree

Disciplinary Action

I acknowledge that knowingly providing incorrect information and/or not following college COVID protocols, including policies on face coverings, may result in disciplinary action.

Yes I Agree

Submit

Submit Button