Judicial eCademy Login & Course Registration Instructions

What should I do if I don't have an account?

- 1. Go to <u>www.judicialecademy.ohio.gov</u>.
- 2. Click "create new account." Note: After completing this process you will have created an account. You will not be registered for a course until you log in, register online, and receive a confirmation email with course brochure.



3. Enter your username, email address, password, and security question.

	Image: State of the state
Remember that passwords are cas sensitive and your security question w be used in the even that you forget you password.	e fill nt r Choose or enter a security question: Register eCademy Login Instructions Back to login Screen

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4. Enter your contact information. Note: If you do not complete this form and hit submit request, your account will not be created.

Judicial eCademy Registration			
All fields are required except wh	iere noted.		
Last Name:			
First Name:			
Title/Position:			
Agency/Firm:			
Mailing Address 1:			
Mailing Address 2:	* Not required		
City:			
State:	Select One		
Postal Code:			
Telephone:			
Fax:	Not required		
Email Address:			
Select one or more items that best describe your role:	Judicial Officer (Outside State of Ohio) ASTAR Judge Judge (Ohio) Magistrate (Ohio) Acting Judge (Ohio) Acting Judge (Ohio) Administrative/Secretarial Staff Bailiff/Chief Bailiff/Court Security Clerk of Court/Clerk Staff Court Administrator Court Reporter/Jury Staff Guardian ad litem Interpreter		
	Submit Request	You will be required to complete all fields, except those noted, before submitting your request.	

5. You will receive an email within three business days confirming your username and password. You can then log in to register for courses.

If you have questions or would like to be walked through the login process, please call 614.387.9445.