Instructions to Create/Access an FVTC Account

You MUST have an account and be signed in to register for our training. Please note that Chrome works best, and we recommend using a personal device to avoid firewalls that are sometimes put in place on agency equipment.

To Create an Account:

1. Go to the NCJTC website
2. Select "Sign In" in the upper right corner of the webpage.
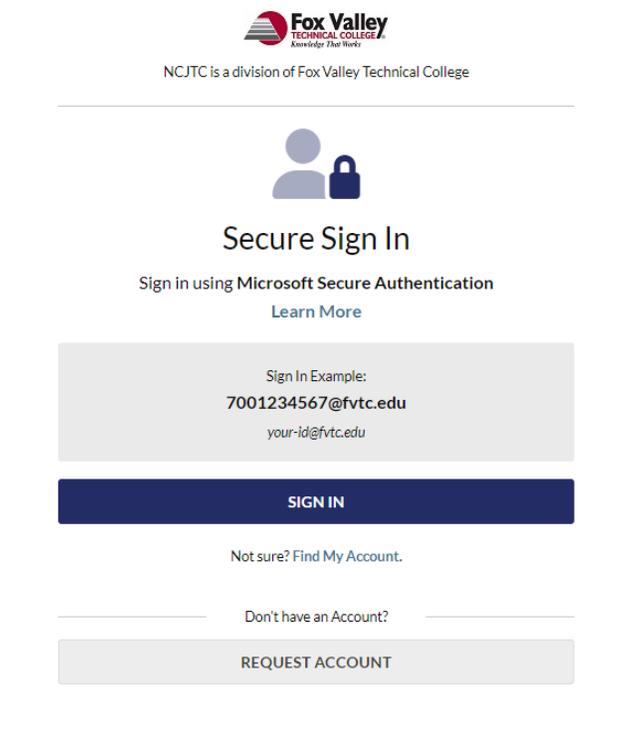
Fox Valley
TECHNICAL COLLEGE
Knowledge That Works

NCJTC is a division of Fox Valley Technical College

Secure Sign In

Sign in using **Microsoft Secure Authentication**
Learn More

Sign In Example:
7001234567@fvtc.edu
your-id@fvtc.edu

SIGN IN

Not sure? Find My Account.

Don't have an Account?

REQUEST ACCOUNT

3. Select the Request Account option.

4. Follow the prompts to create an account. When entering your agency name, please do not use any abbreviations (i.e., "PD" for police department). If your organization name does not populate automatically, please type the name of your organization in and hit enter.

Shortly after submitting your account request, you will receive an email from NCJTC (ncjtctraining@ncjtc.org) with a link to set your password. The email should be received within 2 to 7 minutes, but may take up to 20 minutes.

If you have any difficulty accessing your account or have not received the email with the password reset option, please contact the Fox Valley Technical College Help Desk at 920-735-5644.

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To Access your account:

**If you already have an account but cannot access it, please try these steps for troubleshooting:

- Cannot recall your 9-digit ID? You can find it here - https://account.fvtc.edu/find
- Cannot recall your password? You can reset it here - https://account.fvtc.edu/recover/find
- Confirm you are including @fvtc.edu after your 9-digit ID for your user ID (i.e., 700123456@fvtc.edu).
- If none of the above steps work for you, please contact us at (855) 866-2582.