



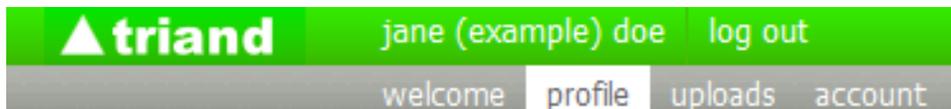
## Getting a State-ID Number

In order to retrieve an existing State-ID number or to have a State-ID number assigned, log in to Triand at <https://my.triand.com>.

If you do not have a Triand Account, please follow the instructions provided on the "Creating a Triand Account" tutorial and then continue with these instructions.

### To retrieve an existing State-ID number

Click on "profile" on the gray submenu.



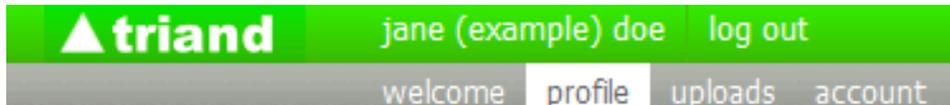
Your State-ID number will appear at the bottom of your profile.

**First**   
**Middle**   
**Last**   
**Email**   
What you'll use to log in.  
**State**   
Where your district/school is located.  
**District**   
**School**   
**Job Title**   
**State-ID**  ←  
Managed by your State Education Agency.



## **To request a State-ID number**

Click on "profile" in the gray submenu.



When your profile appears, you will see that the State-ID field is blank. Click the button to "Request State-ID".



You will be asked to provide your Date of Birth and your Social Security Number.

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*The following information is required to assign a State-ID*

**DOB**    
*MM-DD-YYYY (separated by dashes, 4 digit year)*

**SSN**   
*111223333 (no dashes or spaces)*

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**Save**

Click "Save" when you have entered the information in the appropriate formats.



Your new State-ID number will immediately generate & display.

**First**

**Middle**

**Last**

**Email**   
What you'll use to log in.

**State**  Where your district/school is located.

**District**

**School**

**Job Title**

**State-ID**    
Managed by your State Education Agency.

Note: New State-ID numbers will not display in eSchoolPLUS or FMS until the next update. Triand updates with eSchoolPLUS and FMS nightly.