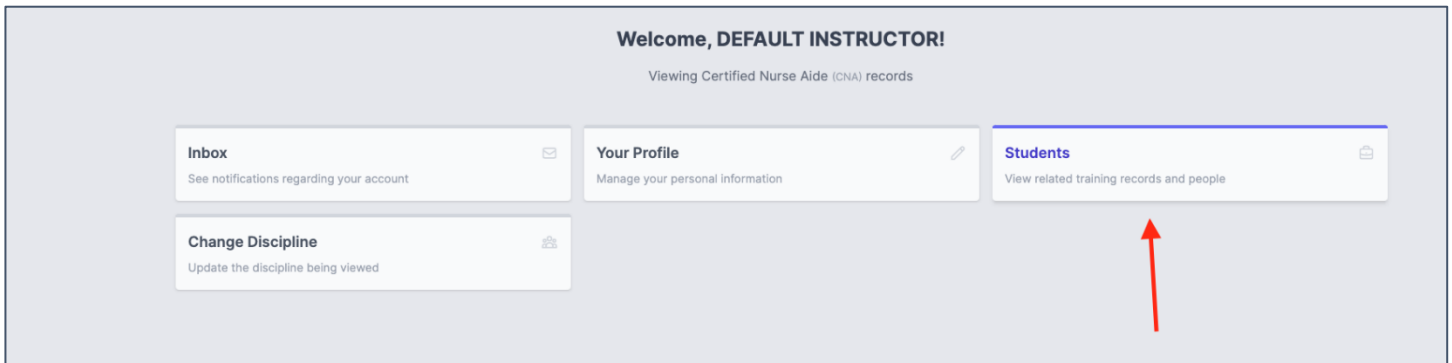




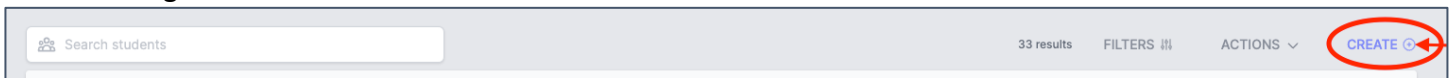
## TMU© INSTRUCTIONS **ENTERING A STUDENT IN TMU© AT START OF TRAINING**

As a Primary Instructor teaching nurse aide training, you will need to request a login to access TMU©. If you do not have a login, that request can be submitted on the form found here: <https://forms.gle/t2efMF8VmqLJ8Pq39>

In order to enter students into TMU© at the start of their training, log into <https://ca.tmutest.com> and click on "Students":



Click the + sign next to Create:



Enter the Student's FIRST and LAST name as it appears on their government issued ID, their personal cell phone number, and their personal e-mail address. The cell phone number and email address are used to receive text notifications regarding testing and renewals. The email address is also used to log into TMU©.

The screenshot shows the "Create New Student" form. It has the following fields: FIRST \*, MIDDLE, LAST \*, SUFFIX, PHONE \*, ALTERNATE PHONE, BIRTHDATE, and EMAIL. The FIRST, LAST, PHONE, and EMAIL fields are highlighted in yellow.

Choose the "Training Program" from the drop-down menu.  
Enter the date that the training started and click "Save Student":

The screenshot shows the "STARTED \*" field with a date highlighted in yellow. Below it is the "Save Student" button, which is highlighted with a red arrow.

**If you have any questions, please don't hesitate to call D&SDT-Headmaster (888)401-0462.**