How to activate your NEW Student Self-Service Portal

Steps to log in for the first time:

1. In the **CHROME** Browser, open this link:
   https://ptprd.ctclink.us/psp/ptprd/?cmd=login&languageCd=ENG&
   (Note: This is where you can enable the screen reader mode by clicking the checkbox.)

2. Click on ‘First Time User?’

3. Enter your first and last name and Date of birth as shown below.

4. Click the drop-down arrow to change *ctcLink ID (new)* to select *SID (old)*, then type in your OC nine-digit SID [ex. 860...]

   Click Submit.

Instructions:
- An asterisk (*) denotes a required field.
5. Choose three security questions and answers that you will use to recover your password.

Note: Your answers are not case-sensitive. You may wish to take a photo of your questions and answers.

6. Choose & confirm your Password. It must be at least 8 characters and include upper-case, lower-case, and a number or special character.

   Click Submit.

7. **IMPORTANT**
   After you click submit, a pop-up window will appear that displays your new ctcLink ID number. It will not appear again. Write down your ctcLink ID at this time (or take a photo of the screen).

8. Click OK and then Close.

9. **CLOSE** the entire browser window. *(This is a very important step to activate your account.)*

10. Open a NEW browser window. It’s best if you are using Chrome or Firefox.

11. Go to: https://ptprd.ctclink.us/psp/ptprd/?cmd=

12. Enter your NEW ctcLink ID and password.

13. Explore your NEW Student Self-Service Portal.

For assistance and questions, please email us at RangerStation@olympic.edu

Complete the online Canvas course titled CS100 Student Self-Service for help in utilizing your new portal.