How to Create and Activate your Account in the VCPH?

1. Go to: www.campusvirtualsp.org/
2. Select: “CREATE ACCOUNT”

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• Complete all of the information requested in the Account Creation form
• At the end, press “Create new account”
• Immediately check your e-mail inbox / If you don’t find the e-mail from the VCPH check your SPAM folder

Enter your full name EXACTLY as you want it to appear in your course completion certificates
• Click on the link you received in your e-mail
• The Virtual Campus will open and you will be registered

• You will also receive the following e-mail with your username and how to access:

Remember your username and password.
• Access the Virtual Classroom according to the instructions received, or the direct link to the course.
• If it is the first time you access a course with an enrollment key, enter the password only once, and afterwards always log in with the username and password you have created.

If your name appears in the upper right-hand corner, that confirms that you are logged in.

In courses where an enrollment key is required, enter the password that you received here.