



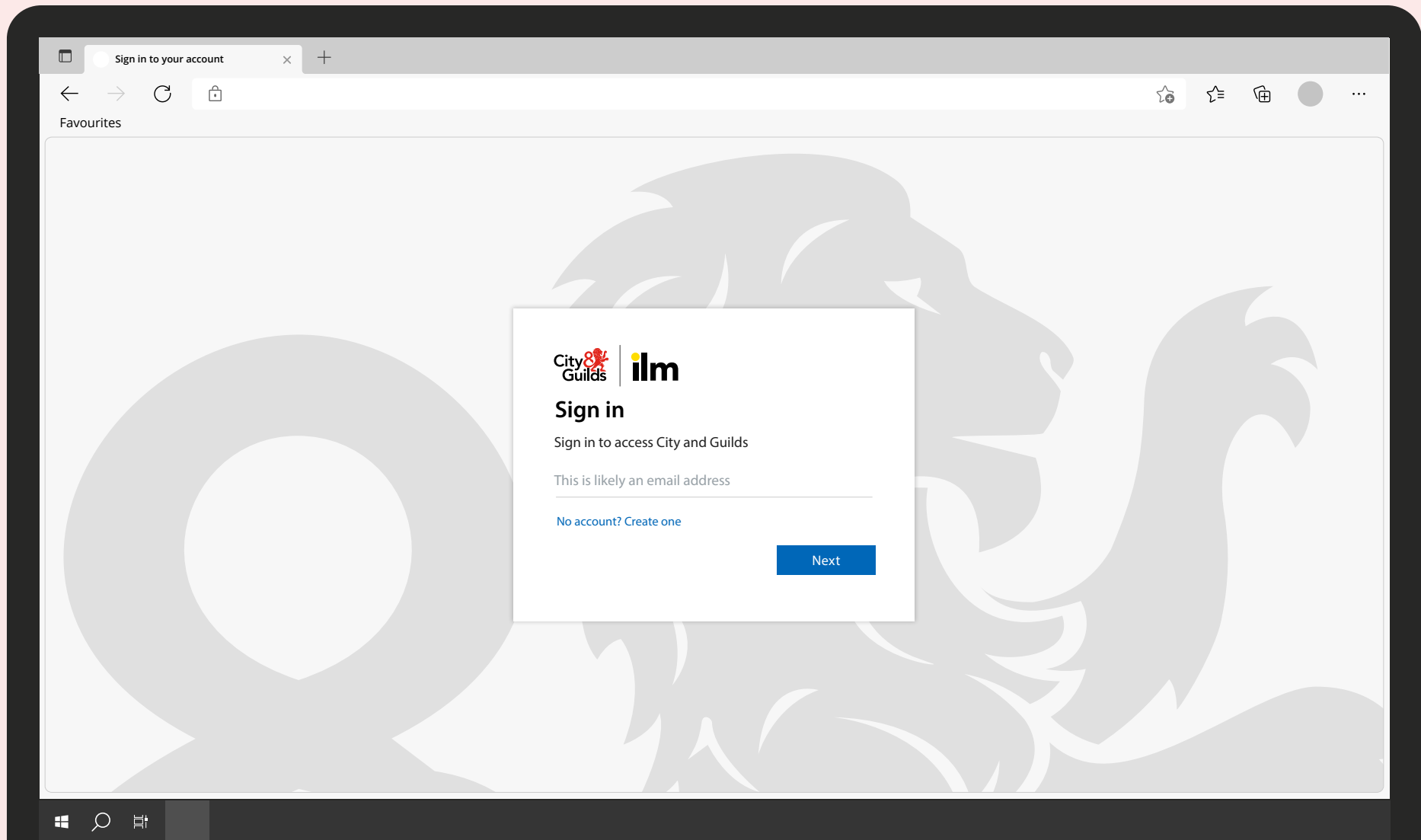
How to set up your Multi-Factor Authentication (MFA) account

Self-registration for 1st time login

1.

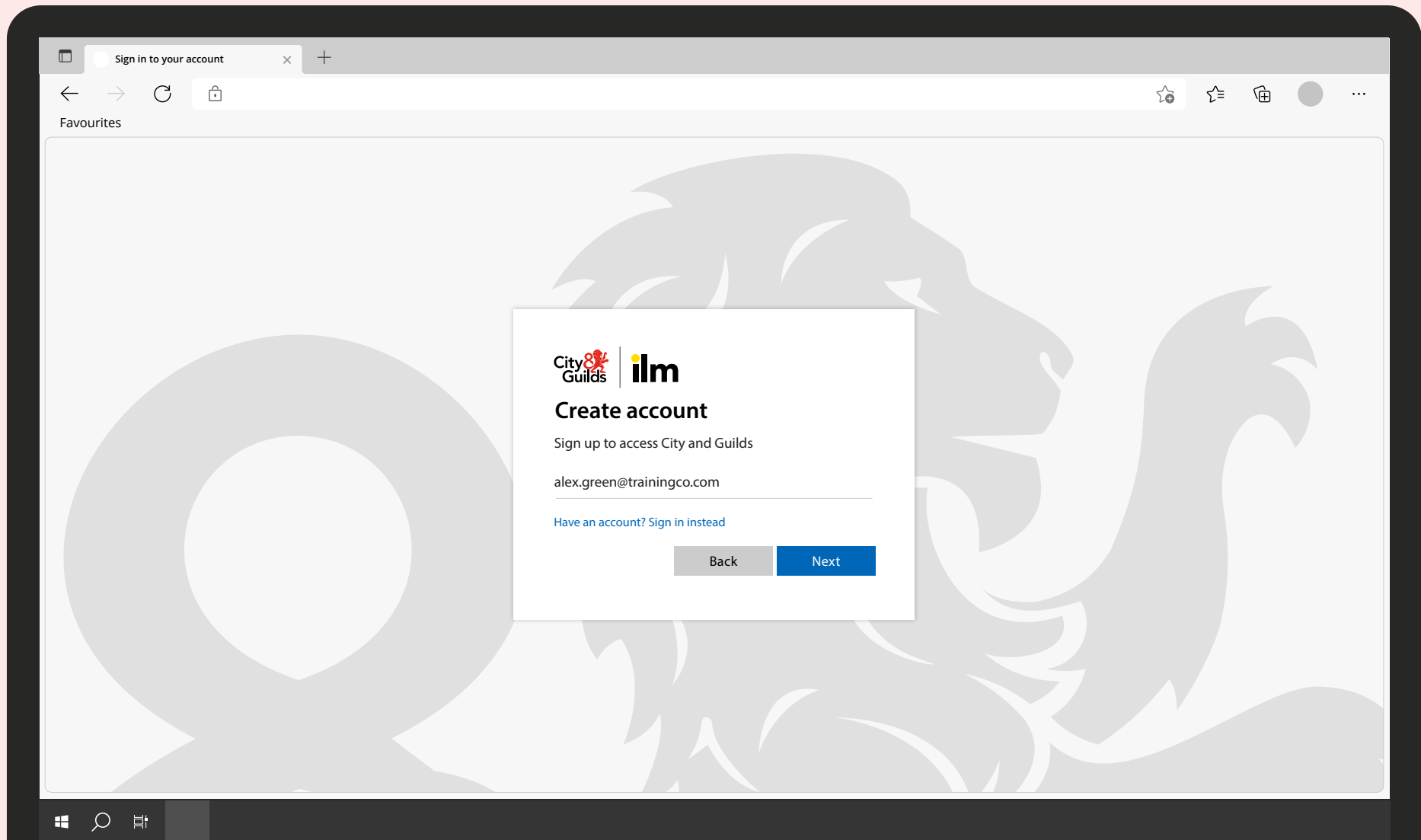
Firstly, you will need to head to the platform you wish to access and log in.

You will be redirected to set-up your MFA account. Click the 'No account? Create one' link to start the process of setting up your account.



2.

Enter your email, then click 'Next'. This needs to be the same email address you would usually use to log into the platform you are accessing.



3.

You will receive an email with an account verification code. Copy the code from the email.

City and Guilds

Account verification code

To access **City and Guilds** apps and resources, please use the code below for account verification. The code will only work for 30 minutes.

Account verification code:

13476842

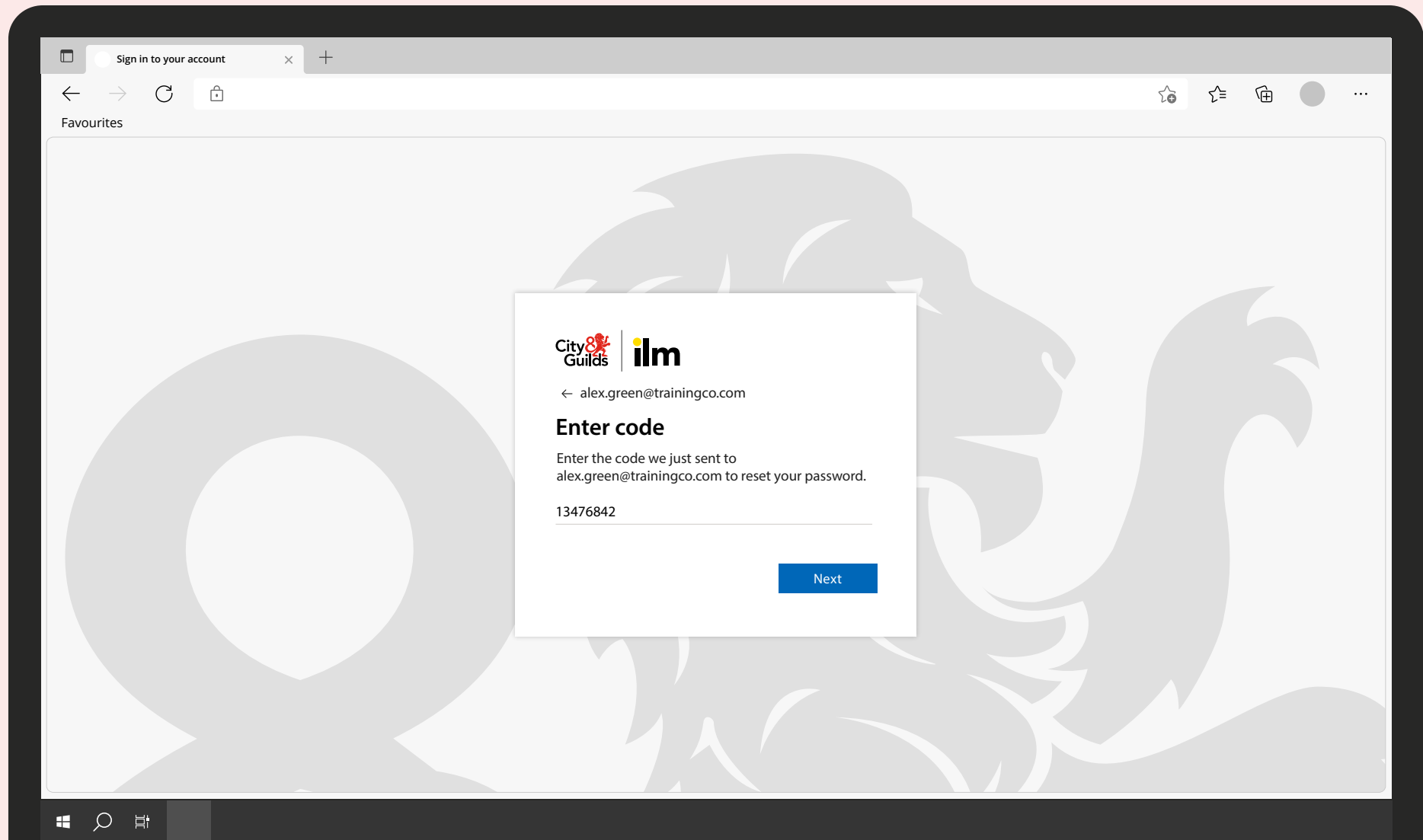
If you didn't request a code, you can ignore this email.

[Privacy Statement](#)

Microsoft Corporation, One Corporation Way, Richmond, WA 98052

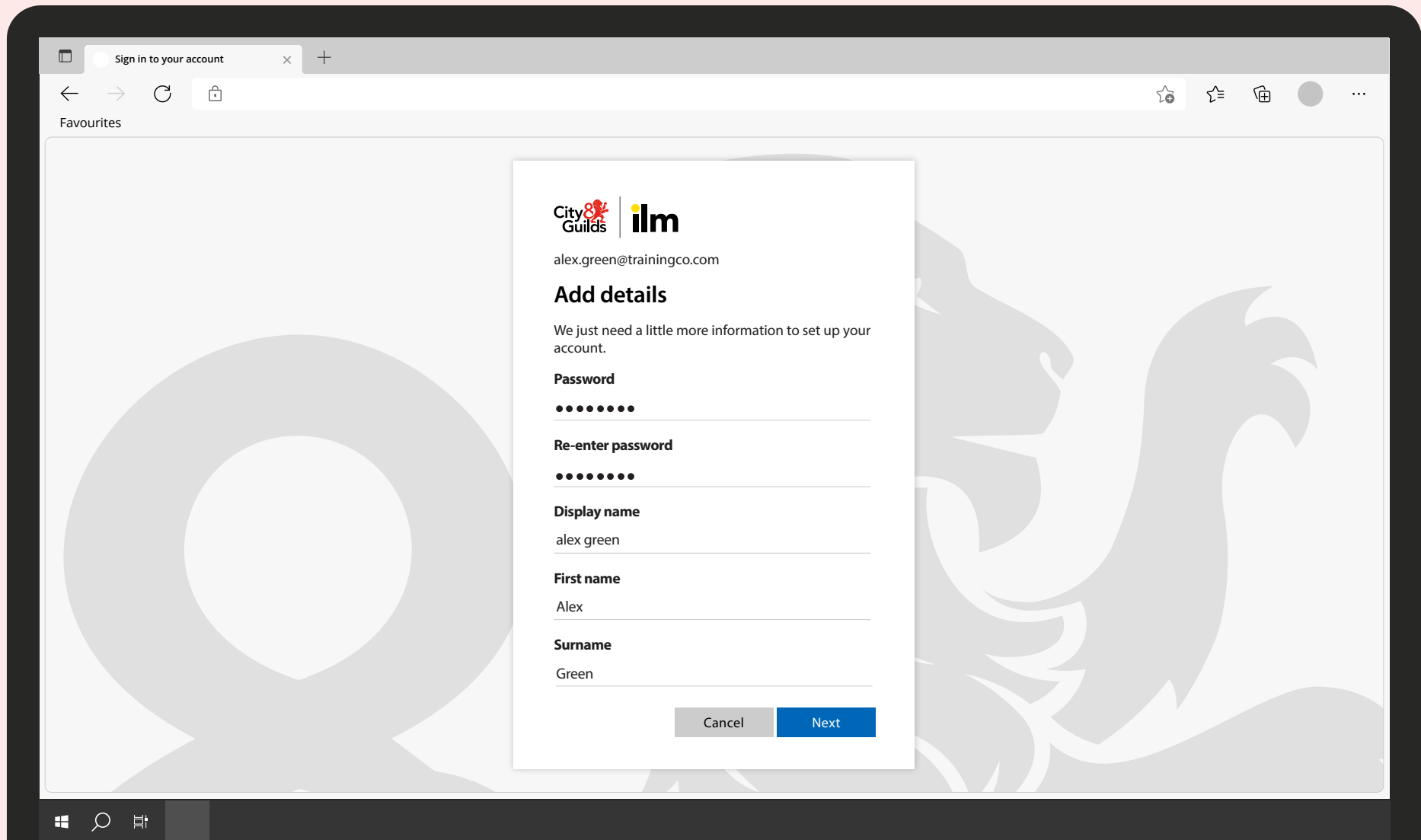
4.

Enter the account verification code where prompted and click 'Next'.



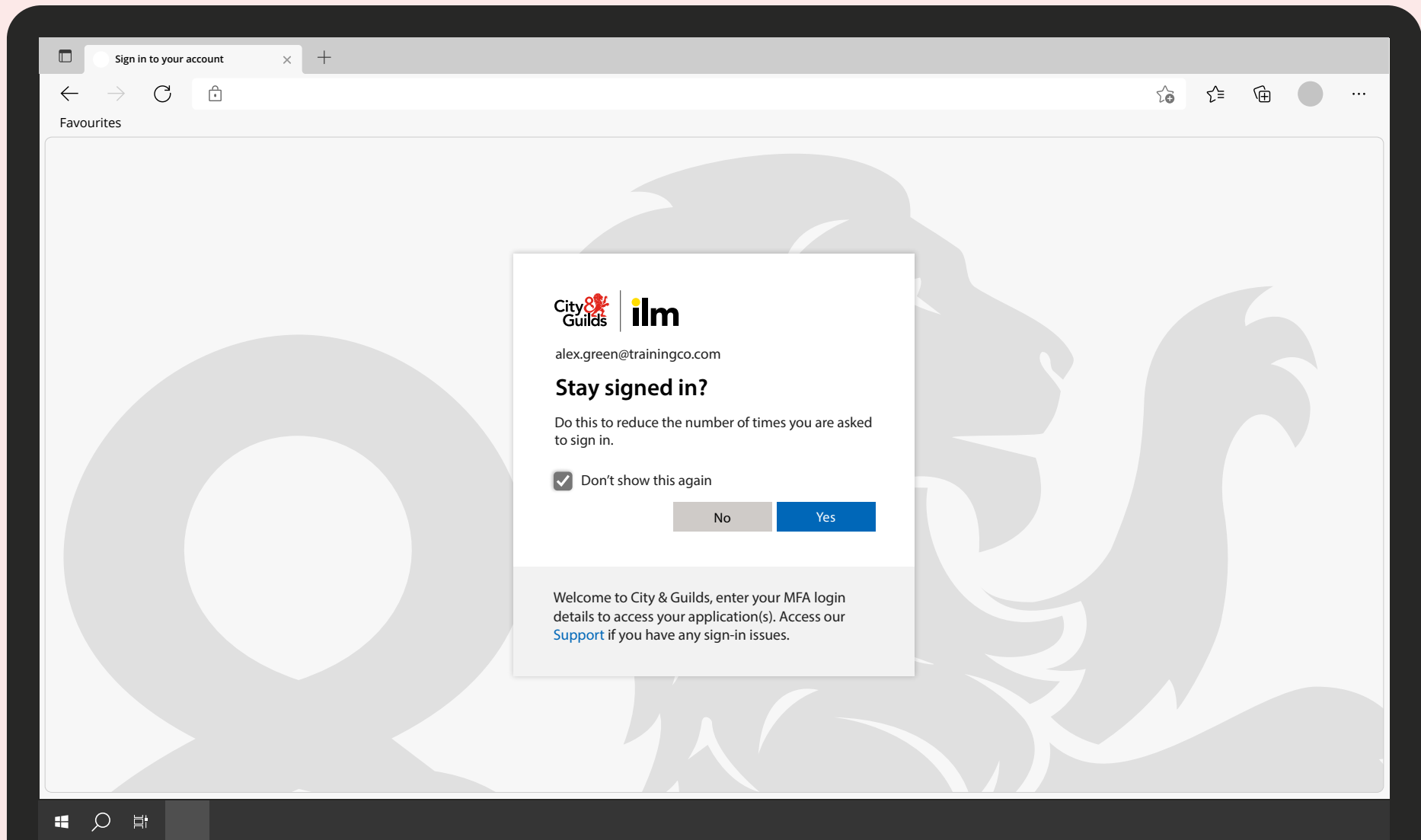
5.

Fill in your details. This step keeps your login details consistent across City & Guilds platforms. Click 'Next' to sign in.



6.

Click 'Yes' to stay signed in for easy access next time. You are now successfully logged in!





About City & Guilds

City & Guilds is the global skills partner, empowering people, organisations and economies to develop the skills they need for growth. With almost 150 years of trusted expertise, we support people into work, help them develop on the job and move into the next job.

We work with Governments, employers, training providers, colleges and industry stakeholders to design and deliver high-quality training, qualifications, assessments and credentials that lead to meaningful career progression. We understand the life changing link between skills development, social mobility and success. Our solutions span critical sectors including construction, engineering, transport, energy and electrical, serving over 1 million learners annually.

Through our comprehensive portfolio of brands and trusted global network, we set industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We believe you can achieve your potential - and we're here to help make it happen.

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