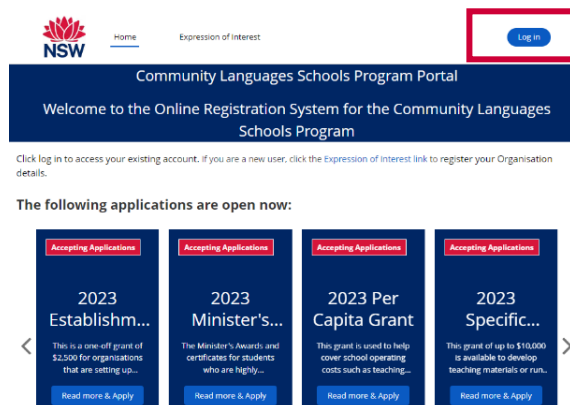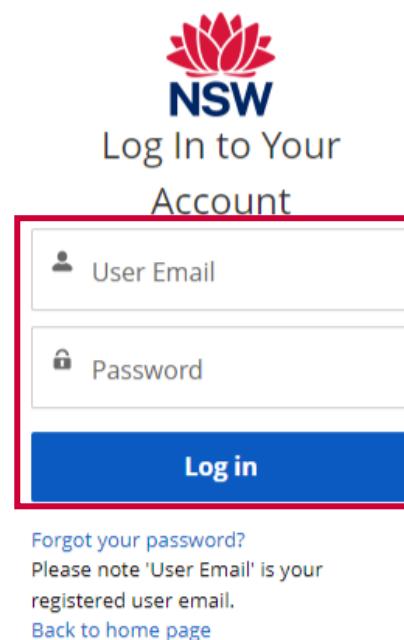**1.** If it is not your first time logging in to the portal, go to the Community Languages Schools Program portal page and click **Log in**.

2. On the **Log In to Your Account page**, enter your **User Email** and **Password**.

Click **Log in**.

Note, the User Email is the email address of the school's licence holder.

3. You will then be directed to the **Community Languages Schools Program portal homepage**.

Note, you can access your account details by clicking your name in the top right corner of the homepage.

Enquiries and support
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