Registration Guide for CCA Member Web Portal

1. Go to website [https://ccamwp.sciondental.com](https://ccamwp.sciondental.com)

2. Click on **Register Now**
3. Enter the **Identifying Information**
   i. Subscriber ID OR Last 4 of SSN
   ii. First Name
   iii. Last Name
   iv. Date of Birth
   v. Email
   vi. Confirm Email
   vii. Username
   viii. Password
   ix. Check **I’m not a robot** box and select the corresponding pictures
   x. Click **Create**
4. Once complete you will see **Registration Confirmed!**
   a. Click **Return to Main**

5. Two-Factor Authentication provides an additional layer of security to your account
   a. Click **Verify**
6. Go to your email to retrieve the verification code (code will be valid for 15 minutes)

We've received your request to update account information. Use the following code to verify your identity and update your account. This code will only be valid for 15 minutes.

Your one-time verification code is:

376017

If you didn't receive this request, contact Customer Service.

7. Enter your Verification Code, then Click Submit
8. You will be logged into the Home Page. Click on the Navigation Bar for more options.