



## TMS Self-Enrollment for Students

<https://www.tms.va.gov/SecureAuth35/>

- Click on “**Create New User**”

Complete the steps as instructed.

- Choose the following to begin the VA TMS Self Enrollment process:
  - **Veterans Health Administration (VHA)**
  - **Health Professions Trainee (student)**

Enter the following for “My Account Information”:

- Create a unique 12-20 character password which contains *at least* 1 uppercase letter, 1 lowercase letter, 1 number, and 1 special character.
- Use your **full legal name** and **school email address**.
- Create a security question (security answer must be *at least* 5 characters)

\*Time Zone ID: **Pacific Standard Time (America/Los Angeles)**

Enter the following for “My Job Information”:

\*VA Location: Click on funnel and *search* for “**SDC**” then select the radio button next to SDC VA San Diego Healthcare System

\*Trainee Type: **Nursing**

\*Specialty/Discipline: *choose 1 of the following student types...*

- *RN students:* **Registered Nurse**
- *LVN students:* **Licensed Vocational Nurse**
- *CNS students:* **Clinical Nurse Specialist**
- *NP students:* **Nurse Practitioner**

\*VA Point of Contact First Name: **Suzanne**

\*VA Point of Contact Last Name: **Carranza**

\*VA Point of Contact Email Address: **suzanne.carranza@va.gov**

\*Point of Contact Phone number (*do not include hyphens*): **8585528585**

Access to CPRS or other personally identifiable information, requires completion of “**VHA Mandatory Training for Trainees**” course in TMS.

After completing the VA TMS Self Enrollment process, it will take 20 minutes to create your account. After your TMS account is created you can click the link at the top of this page and enter your personal email address as your “username” then click “Submit” to receive your one-time passcode via email to login to TMS 2.0. Complete the item(s) assigned in your learning plan then print a copy of your completion certificate and submit to Nursing Education.

Thank you,  
Nursing Education

\*as of 9/7/18