



One-Time Portal Set-up Instructions

1. Visit portal.shieldillinois.com



2. Click “Sign up for an account.”

The screenshot shows the SHIELD ILLINOIS login interface. At the top left is the SHIELD ILLINOIS logo, and at the top right is the UNIVERSITY OF ILLINOIS SYSTEM logo. The main heading is "Login". Below it, the text "Please enter your username and password" is displayed. There are two input fields: "Username:" and "Password:". Below the password field, there are two links: "Sign up for an account" and "Forgot Username/Password". At the bottom of the form are two buttons: "Proceed" and "Cancel". At the very bottom, there is a note: "Please login using your username (email) and password". A large red arrow points from the top right towards the "Sign up for an account" link.

3. Enter Agency Code:


The screenshot shows a dialog box titled "Enter your Agency Code:". It has a single text input field that is currently empty. At the bottom right of the dialog box are two buttons: "OK" and "Cancel".

STUDENTS: n5xlmhep-stu
EMPLOYEES: n5xlmhep-empl

4. Complete your registration and submit.
 - a. Use your North Central College email address
 - b. Create your own password
 - c. RESIDENT STUDENTS – enter college address; 451 S. Brainard Street, Naperville, IL. 60540
 - d. COMMUTERS/FACULTY/STAFF – enter permanent address

5. You will receive a special code via text and email to confirm your identity.

6. Enter that code as indicated.



We have sent a registration code to 1111211212 via text message and to jasweet15@yahoo.com via email. This code will expire in five (5) minutes. When you receive the code, please enter it here to continue the registration process. It may take one (1) to two (2) minutes for your code to arrive.

Verify Code

[Submit](#) [Go Back](#) [Re-send Code](#)