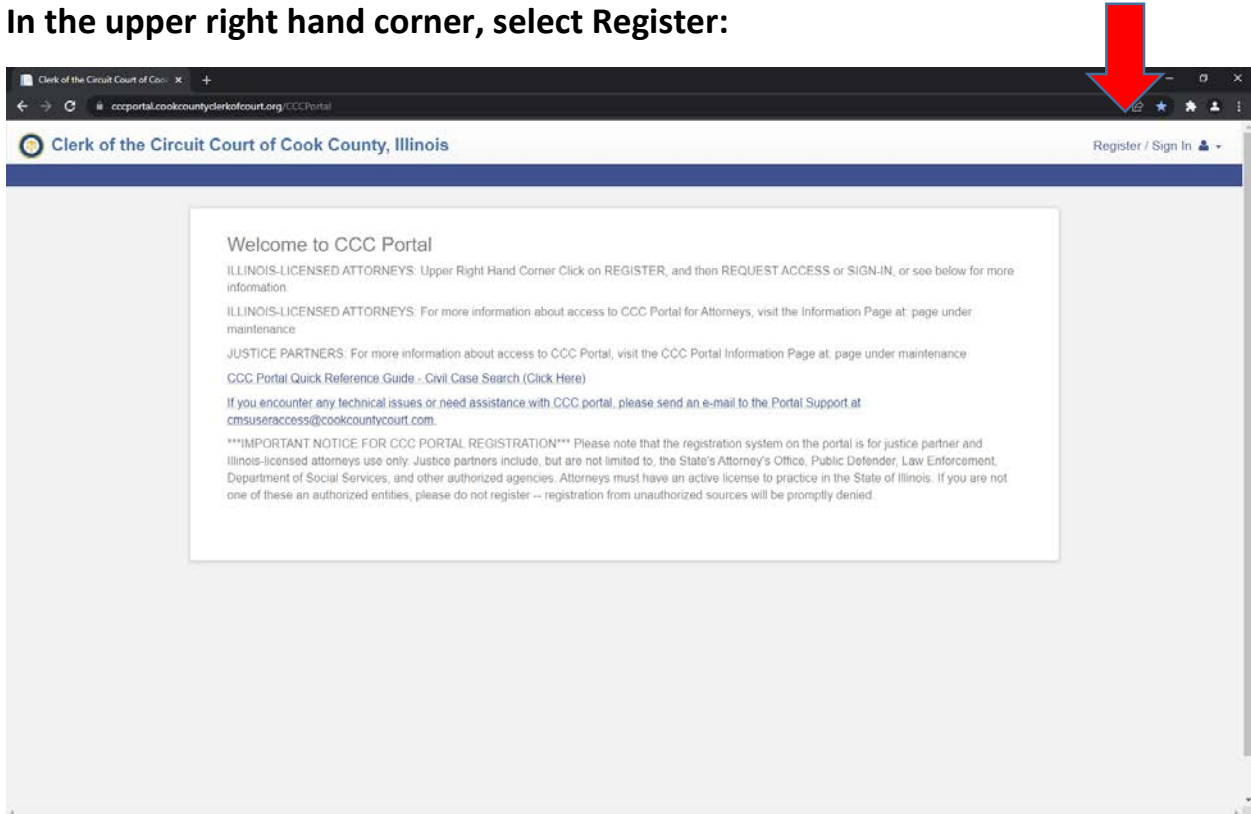


Registering for CCC Portal

If you are already registered within another County for Portal, you may use the same credentials to sign-in.

Visit, <https://cccportal.cookcountyclerkofcourt.org/CCCPortal>

In the upper right hand corner, select Register:



Fill in ALL fields:

The screenshot shows a web browser window with the address bar displaying "odysseyidentityprovider.tylerhost.net/Tyler.IDP/Configuration/Account/Register/03b9f54d92eUD1mbdtf94w". The page title is "Clerk of the Circuit Court of Cook County, Illinois". The main content is a "Registration Form" with the following fields:

- First Name
- Last Name
- Email Address
- Username
- Password
- Confirm Password
- Mobile Phone (Numbers Only)
- Select Service Provider (dropdown)
- SMS Correspondence Address
- Select Security Question 1 (dropdown)
- Answer for Security Question 1
- Select Security Question 2 (dropdown)
- Answer for Security Question 2
- Select Security Question 3 (dropdown)
- Answer for Security Question 3
- A CAPTCHA image showing the characters "GBUSKW" with a refresh icon.
- Please retype the characters

At the bottom of the form are "Next" and "Cancel" buttons. The footer of the page reads "© 2013 Tyler Technologies".

If registration is filled out correctly, you'll receive the following confirmation message:

The screenshot shows the same web browser window, but the address bar now includes a verification key: "odysseyidentityprovider.tylerhost.net/Tyler.IDP/Configuration/Account/RegisterComplete?email=schen%40nicolaidesilp.com&VerificationKey=22ba97f9-80db-478e-9b80-ca7b89db5d3c". The page title remains "Clerk of the Circuit Court of Cook County, Illinois". The main content is a "Registration Complete" message box with the following text:

You must verify your email address before you can log in. A verification link was sent to [redacted].com. To verify your account, click in the link provided in your email.

Didn't get an email? [Resend Verification](#)

At the bottom of the message box is a "Finish" button. The footer of the page reads "© 2013 Tyler Technologies".

User should then receive a notification in the email address they registered with. Email can be from No_Reply@Tylerhost.net<No_Reply@Tylerhost.net> or circuitcourt-cms@cookcountycourt.com (please check your spam/junk folder)

In the email message, there should be a link that will take them back to CCC Portal where you can make a selection as to how you are registering as: Justice Partner / Illinois Licensed Attorney / Other.

If Justice Partner, a field is made available to enter the name if your agency. Note, Agency coordinator must submit approval for access before registration can be processed.

If Illinois Licensed Attorney – the following form will display for signature and they will be asked to enter their ARDC Number and Cook County Attorney Code (optional)



Elevated Access User Agreement.pdf

Role

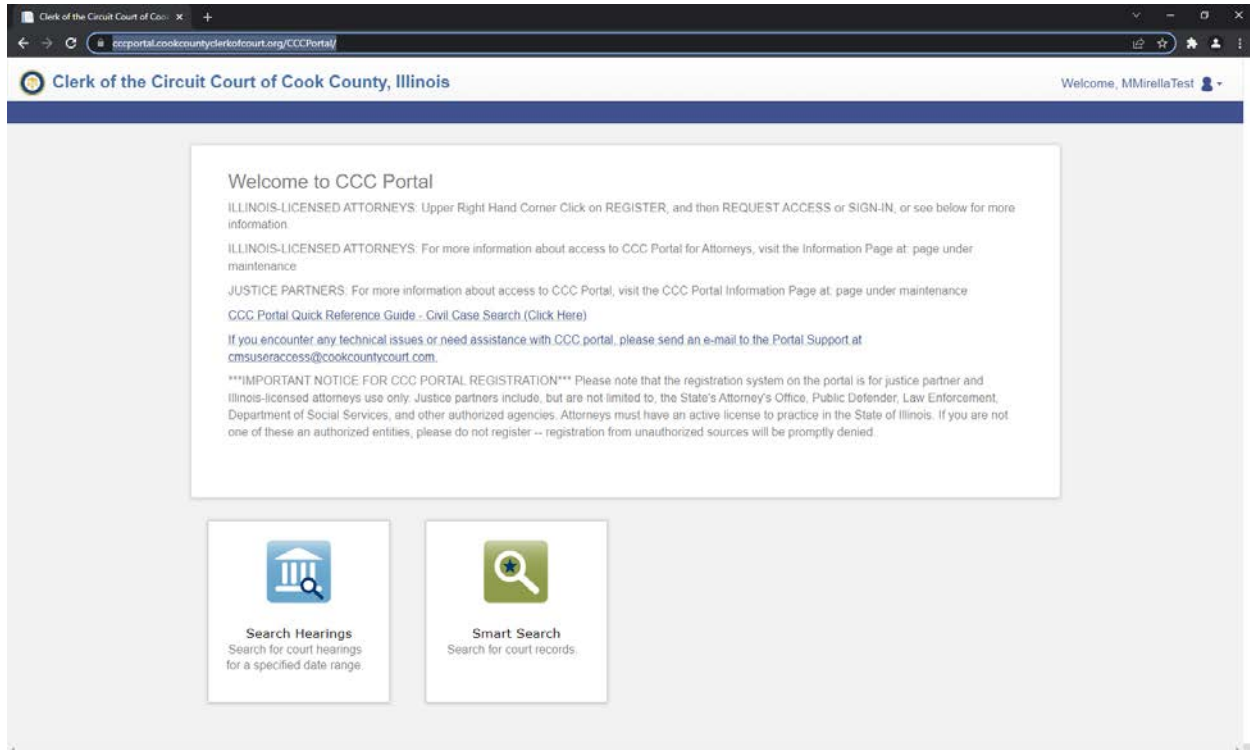
Illinois-licensed Attorney

Prompt Responses

Enter your ARDC Number (required)

Enter your Cook County Attorney Code Number(s) (optional)

When all steps are completed, and registration is processed by MIS. User can sign-on with credentials, in the upper right hand corner it should display “Welcome ____ (user name)” and when they scroll down, they should see two icons, Smart Search and Search Hearings.



For any questions/concerns regarding CCC Portal, email cmsuseraccess@cookcountycourt.com.