For TAFE Students

[last updated: 17 Dec 2012]

Why have I been given a DEC User ID and Password?
During enrolment you will receive a DEC User ID (user name) and password for your TAFE student account. Your DEC User ID (user name) and password will give you access to a range of online portal services that are provided as part of your enrolment at any TAFE Institute in NSW.
These include access to:
· Computers and the Internet at college
· SharePoint (a place where your teachers may post information and learning resources for you)
· Online learning systems such as Moodle and Sakai
· The TAFE Student Portal, which includes My Email, TAFE Student e-Services and My Profile ('e-Services' allows you to view and print your results and update your contact details).
· eResources (eBooks, information and databases etc) provided by your Institute library service

How do I activate my DEC Portal account to access the online services?
You MUST activate a temporary password.
1. Log on to the DEC Portal, URL = https://student.det.nsw.edu.au and register. Your DEC User ID (user name) and temporary password should be printed on your TAFE NSW fees receipt. If not, see your college administration office and ask them to reset it.
2. When entering a temporary date of birth password, you must include the slashes (/); e.g. 12/05/1991
3. After you have successfully logged into the TAFE Student Portal you will be required to reset your temporary password and set up 3 secret questions and answers from the "My Profile" tab. It can take up to 10 minutes for the new password to update all services.

What if I already have a DEC User ID (user name) and Password from a previous course?
As long as your account is still active you should continue to use that DEC User ID (user name).
Otherwise you will need to:
· Reset your Password by clicking on the "Forgotten your DEC User ID password?" link in the Portal Login Page and follow the instructions, but only if you have previously created 3 Secret Questions and Answers OR
· Contact your college student administration office

What if I don't have access to a computer or the internet?
You can log on to the TAFE Student Portal by visiting a college library, where computers with internet connection are available for you to use.

What if my DEC User ID (user name) or password doesn't work or if I would like more information?
Visit your college student administration office in person for help.
Useful link: Find a TAFE NSW Institute or college location

End of Help