

TO REGISTER FOR A COLLEGE ONLINE STORE ACCOUNT

Step 1: Go to the Online Store

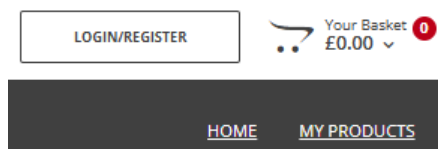
Click the link or go to:

Truro and Penwith College Online Store – <https://truro.collegestore.uk/>

Step 2: To Register or Log In

2. To register or log in:

- **On a computer (PC/laptop):** Click **LOGIN / REGISTER** at the top of the page.
- **On a mobile phone or tablet:** Tap the **profile icon** (👤) in the top corner, then select **Register**.



Step 3: Register a Store Account

1. **Type in your name, email address, and choose a password.**
2. Click **Register** to create your account.

✓ Notes:

- Multiple customer accounts (e.g. yours and a parent's) can be linked to one student ID.
- You can also link multiple students (e.g. siblings) to one customer account.

Important: Every account must be linked to the student's College ID Number to buy items.



Tip: Write down your email and password so you can log in again.

Step 4: Link Your Account to Your Student Record

After registering, you'll see a "Thank you" screen.



Click the button that says: LINK TO STUDENT RECORD



Even if you are the student creating the account, you still need to do this step to view and purchase items.

Step 5: Enter Your Details to Link Your Record

You'll now be asked to connect your Online Store account to your student record.

What to do:

1. Enter your Student Number and Date of Birth.
 - Only enter the numbers from your Student ID (e.g. tc125074 → 125074).
2. Click NEXT.

If your details match the college's records, a verification code will be sent to your personal email address.

✓ Make sure you can access your email.

! If not, contact MIS at: mis@truro-penwith.ac.uk and ask them to update it

Link your student record

You already have an account but to be able to access student based items in the store, you must link your store account to your student account with your college.

Enter your student number and date of birth and we will try to locate your student record. If successful, we will send you an email to the email address stored by the college containing a code.

Please ensure you have access to the email account that the college have on file for you.

Make the link

Student Number

Date Of Birth

NEXT

Step 6: Enter the Verification Code

Check your personal email for the verification code.

What to do:

1. Enter the code on the screen.
2. Click Next to finish linking your account.

✓ Important:

- The code is sent to your personal email (not college email).
- Multiple customers can link to one student, and one customer can link to multiple students

Ready to Shop?

Once you're linked, click CONTINUE SHOPPING to browse and buy items from the store.

Student validation

We have sent a code to "YOUR PERSONAL EMAIL". Please check your email including your junk folder.

If you get stuck or can't access your email account right now, come back and do this again and you will be sent a code again.

Enter the code you were sent by email

SUBMIT