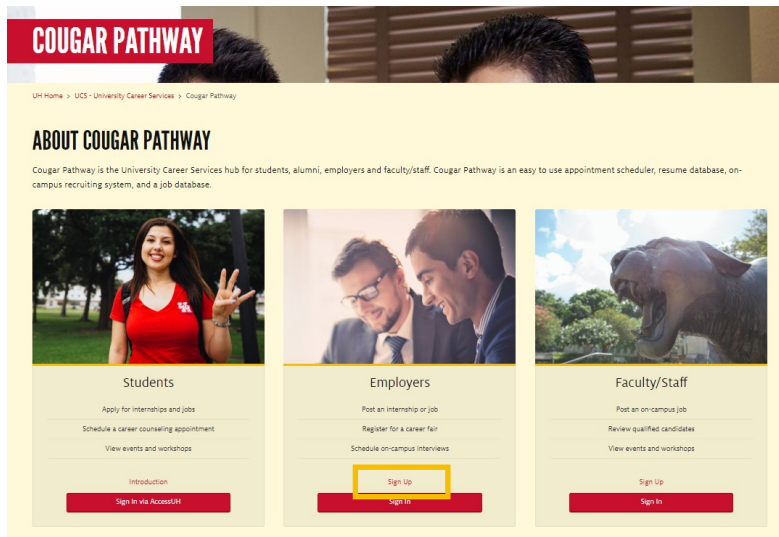
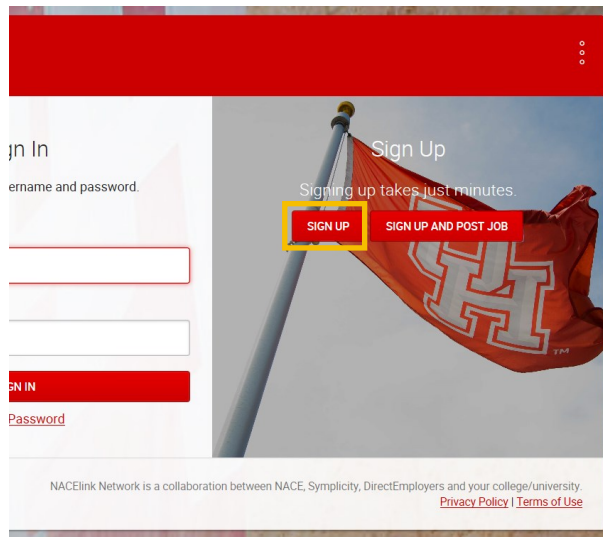


How to create a Cougar Pathway account *(new user)*

1. Go to <http://www.uh.edu/cougarpathway/> and click **SIGN UP** button under Employers



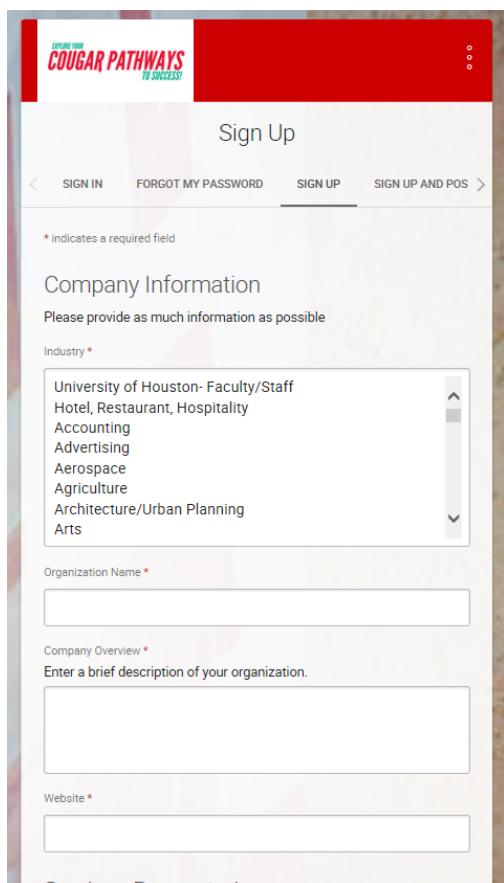
2. This is the Cougar Pathway log in landing page! Click the **SIGN UP** button to **Create your Account**



3. **Complete** the registration form.

***To quickly get your account approved please follow these guidelines:**

- Industry section:** Pick at least one industry that best describe your organization
- Company Overview:** Must include information about what your organization does, who you service or support or what types of products you create. Please, try to include at least 3-5 sentences of description. If descriptions are too short, it will delay the approval.
- Website:** Must be active, professional and accurately represent the nature of your organization.
- Contact Email:** Must use a company email address—NO personal email address from yahoo or gmail, etc. will be accepted. The email address should have the organization name after the “@” sign or include the company name or abbreviation. The contact name should be included in the email address. Must use same email for job posting.
- Contact Address:** Must be the location of you organization. NO private or in home employment (i.e. private residence homes, apartments or condos.) Not mailing address.



4. After completing the registration form, it is sent to UCS team for **approval**. *Should there be any discrepancies or issues with your registration you will be contacted. Our goal is to approve accounts within 2-3 business days. However, during peak times it can take longer.

If you have any questions about your registration, please contact our **Employer Development & Relations team**:
Email: hire@uh.edu — **Phone:** 713-743-5100 — **Website:** www.uh.edu/ucs