

Let's get you signed in

A few quick steps the very first time. You'll set your own password, then you're in — about two minutes.

First time? You set your password once using “Forgot password?” — then sign in normally after that.

1

Open NECPE and click Sign In

Click the link the NECPE team sent you, or go to **necpe.vercel.app** in any web browser. Then click the **Sign In** button.

Tip: Chrome, Safari, or Edge all work. On your phone or your computer — either is fine.

2

The first time, click “Forgot password?”

Your NECPE account is already set up — you just haven't picked a password yet. On the sign-in screen, click **Forgot password?** to create one.

SIGN IN

you@yourbrokerage.com

Password

[Forgot password?](#)

You only do this once. After you set your password, you'll sign in the normal way.

3

Check your email and set your password

NECPE emails you reset instructions. Open that email, click the link, and create a password you'll remember.

CREATE YOUR PASSWORD

Save password

No email after a minute? Check your spam or junk folder. The link works for a short time, so set your password soon after it arrives.

4

Sign in with your email and password — you're in!

Go back to NECPE, type your email and the password you just created, then click **Sign In**.

SIGN IN

Sign In

After this, your name shows up in the top-right corner. That means you're signed in.

That's it — welcome to NECPE

You're signed in. Ready to look around? The full walkthrough shows you everything, step by step.

Open the full NECPE guide →

Watch the first-time sign-in video → loom.com/share/b7f7608c49a347599e79054bfccaaf1b

IF SOMETHING DOESN'T WORK

I never got the reset email

First, check your spam or junk folder — it comes from an automated sender. Still nothing after a minute? Go back to the sign-in screen and click **Forgot password?** again to resend it. If it still doesn't arrive, the email on file may be wrong — contact the NECPE team and they'll fix it.

It says my email isn't recognized

You have to use the exact email address NECPE set your account up with. Brokers often have more than one address — try the one your NECPE welcome email was sent to. If you're still stuck, the NECPE team can confirm which email is on your account.

Do I really need to do the "Forgot password?" step?

Just the first time. Your account is created for you without a password, so you use **Forgot password?** once to set your own. After that, you simply sign in with your email and password like any other website.

The reset link stopped working

Reset links expire after a little while for security. If yours timed out, go back to the sign-in screen, click **Forgot password?** again, and use the newest email.

Do I have to do all this every single time?

No. The **Forgot password?** step is one-time. After that you sign in with your email and password, and NECPE remembers you on that device for a while. If you ever forget your password, just use **Forgot password?** again to set a new one.

Need a hand? Reach out to the NECPE team and we'll walk you through it.