

- e. When you are finished, click Submit.
 - i. You will get a confirmation for the submission



- f. You should receive an email with a link to create your portal account.
 - i. If you do not receive an email within 24 hours, contact CLEST for assistance.

2. Forgotten Password

- a. If you already have an ACADIS Portal account and cannot remember your password, use the password reset link on the home page.

A screenshot of the portal's home page. At the top left is the Arkansas Commission on Law Enforcement Standards and Training logo. At the top right is the ACADIS logo with the text "POWERED BY THE ACADIS READINESS SUITE". The main content area is divided into three columns. The left column is titled "Sign in" and contains a form with fields for "E-mail address (Username)" and "Password", a "Reset your password" link, and a "Sign in" button. An orange arrow points to the "Reset your password" link. The middle column is titled "Welcome to the Arkansas Commission on Law Enforcement Standards & Training Agency Portal" and contains "ANNOUNCEMENTS" with several paragraphs of text. The right column is titled "Resources" and contains links for "Available Training" and "WebForms", a "Technical Support" section with contact information, and "System Information".