

**You’ve been enrolled in a CUES Learning Portal Course/Learning Journey**

**Purpose:***Send to individuals who have been enrolled in a CUES Learning Portal course or learning journey by your credit union*

**Directions:***Copy and paste the template below into a new email, replace all highlighted fields, then send*

**SUBJECT: You’ve been assigned a CUES Learning Portal Pathway**

Hello <NAME>,

<CU/ORGANIZATION NAME> has invested in your development by providing you with the resources included in your CUES membership. For your individual development we’ve identified the <NAME OF COURSE OR LEARNING JOURNEY> course/learning journey for you to complete.

In a few moments I’ll be enrolling you into this course and/or learning journey. You will receive an email from CUES, with a direct link to the course and/or learning journey. Please have this completed by <DUE DATE>.

Don’t forget to download your certificate of completion!

\*\*Please note, you will need to be signed into cues.org to access this content. If you need help logging in or have forgotten your password, go to the [Member Help Center](https://www.cues.org/member-help-center) and review the guide below.

Logging into CUES
Resetting Your Password