# How to Link Your CTT and VTTA Accounts

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You need to give permission on both the CTT and VTTA websites to link your CTT and VTTA member accounts so that the VTTA can get your CTT Results. Linking the accounts also makes you eligible for VTTA Events, Season Long Competitions, Age Records and Standards Awards. If you are going to race in CTT events, you must do this as soon as you join the VTTA. If you let your VTTA membership lapse, your CTT-VTTA account link will be broken and you will need to relink if you rejoin.

### Individual Member procedure

#### Step 1 Obtain Verification Code from CTT site

- Login to your CTT account at <u>www.cyclingtimetrials.org.uk</u>.
- From the Home page click on "My Account" and then "My Rider Profile". Scroll down to Connected Apps. Click to view your CTT Verification Code and make a note of it, with your CTT Rider ID.

#### Step 2 Enter Verification Code on VTTA site

- Login to your VTTA account at <u>www.vtta.org.uk</u> you can use the link in the CTT Connected Apps panel
- Click the "Link My Account now" button. This takes you to a screen where you enter your CTT Rider ID and Verification Code and link your accounts.

#### Joint Member procedure

Joint VTTA accounts must be managed by the primary member. The procedure below assumes both members want to race. However it only needs to be done for members who want to race.

#### Step 1 Obtain Verification Codes from CTT site

- Login to your CTT account at <u>www.cyclingtimetrials.org.uk</u> .
- From the Home page click on "My Account" and then "My Rider Profile". Scroll down to Connected Apps. Click to view your CTT Verification Code and make a note of it, with your CTT Rider ID.

#### Step 2 Enter Verification Codes on VTTA site

- The primary joint member (the owner of the email address and password) logs in at the VTTA website
- The primary joint member checks the profile viewed belongs to them personally, and then clicks the "Link My Account now" button and links their CTT account entering their CTT Rider ID and Verification Code
- The primary joint member then switches to view the profile of the secondary joint member
- The secondary joint member checks the profile viewed belongs to them personally, and then clicks the "Link My Account now" button and links their CTT account entering their CTT Rider ID and Verification Code

It is important to follow this procedure to ensure the CTT accounts and VTTA member records are linked correctly. Secondary members cannot login and/or register at the VTTA site to link their CTT account; they must link through the primary members account as explained above.

## All Members: Entry to VTTA Competitions

If you want to enter one or more of the VTTA's season long competitions, then click the 'Competitions' tab at the top of the membership profile page and tick the competitions you want to enter. This is a one-time action.

#### Help

If you have any queries, email itsupport@vtta.org.uk. Do not contact the CTT.