

**Create an
Account**

Log In

**Request Data
Access**

Create an Account

Texas Higher Ed Secure Data Portal
Users with appropriate credentials can create an account or log in to access secure data from the Texas Higher Education Coordinating Board.

Sign in to your account

Email
Email Address

Password
Password
[Forgot your password?](#)

Sign in

Don't have an account? [Sign up now](#)

Sign in with other options

Employee Sign-In

Texas Higher Ed Secure Data Portal
Users with appropriate credentials can create an account or log in to access secure data from the Texas Higher Education Coordinating Board.

Create your account

To create a UMP account, enter the information below, then click on the Create button. Once you have registered, you will be able to request access to applications.

All fields are required. Please verify your email address by clicking Send verification code to receive a one-time pin.

Email
Email Address

Send verification code

Full Name
Full Name

First Name

Don't have an account? [Sign up now](#)

Warning: Unauthorized Usage may be subject to systems accessed from destination. The System Information Act and the State network use. Management Education Coordinating Board (THECB) resources are devoted to authorized activities and maintain the highest levels of productivity.

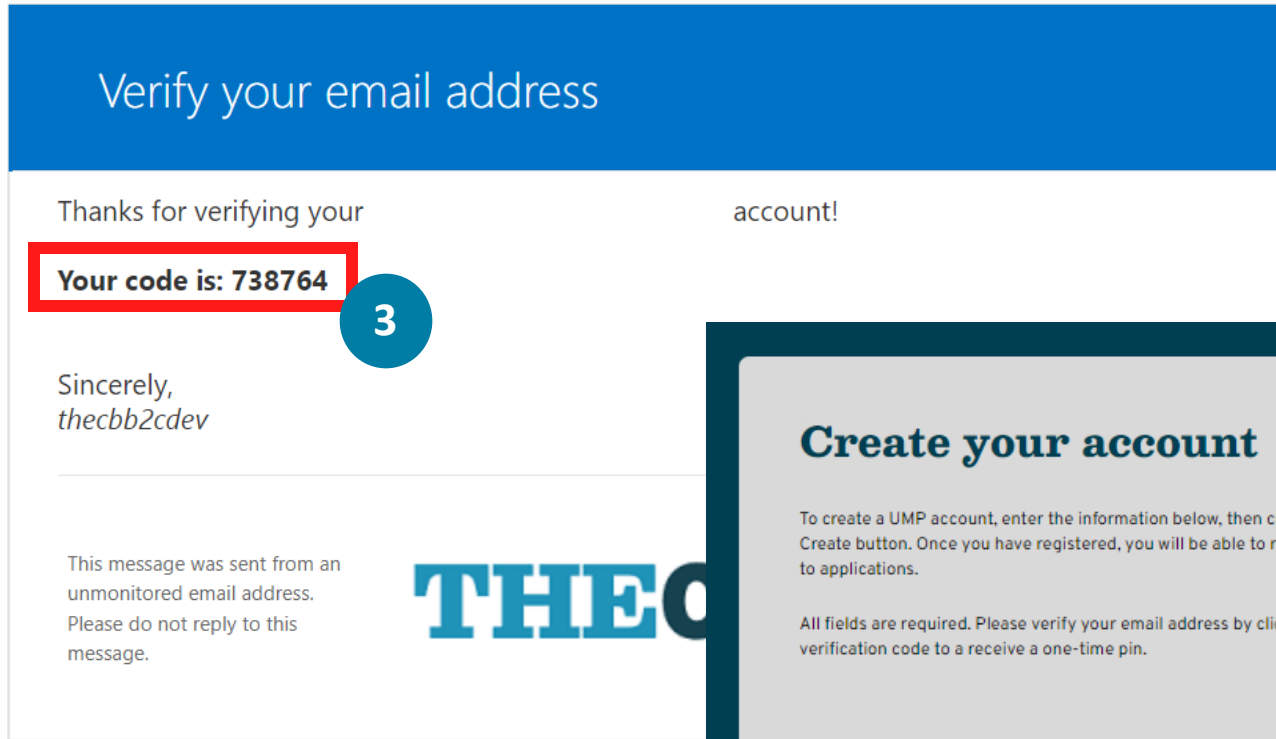
1

Click “**Sign up now**” to create an account.

2

Enter your email address and select “**Send verification code**”.

Create an Account



3

A verification code will be sent to the email address provided in step 2.

4

Enter the verification code sent to your email address and click **“Verify code”**.

Or click “Send new code” and repeat step 3 if necessary.

Personally Identifiable Information has been removed from the screenshots.

Create an Account

One or more fields are filled out incorrectly. Please check your entries and try again.
E-mail address verified. You can now continue. **Email**

Verification code

Full Name

First Name

Last Name

New Password The password must be greater than or equal to 14 characters.

Confirm New Password The password must be greater than or equal to 14 characters.

I acknowledge I have read and agree to the UMP Account Agreement

5

Complete Your Profile Information

There are few more details that we need before you can request access to Dashboards

*** We need below details to provide appropriate access to report***.

First Name *

Last Name

E-mail *
themcarrahans@gmail.com

Phone *

What is your Position? *

What is your Title? *

Please specify whether you are affiliated with a University/College, System, Agency, or Other Organization.
*

The privileged dashboards include metric comparisons to peer institutions. If desired, personalize your peer comparison group by selecting institutions below. Note that you can still request small cell access to other peer institutions in the request form if you do not indicate them here.

Highest Degree Held *

Research Skill Level *

6

5

Provide your personal information and create a password.

Select **“Create”**.

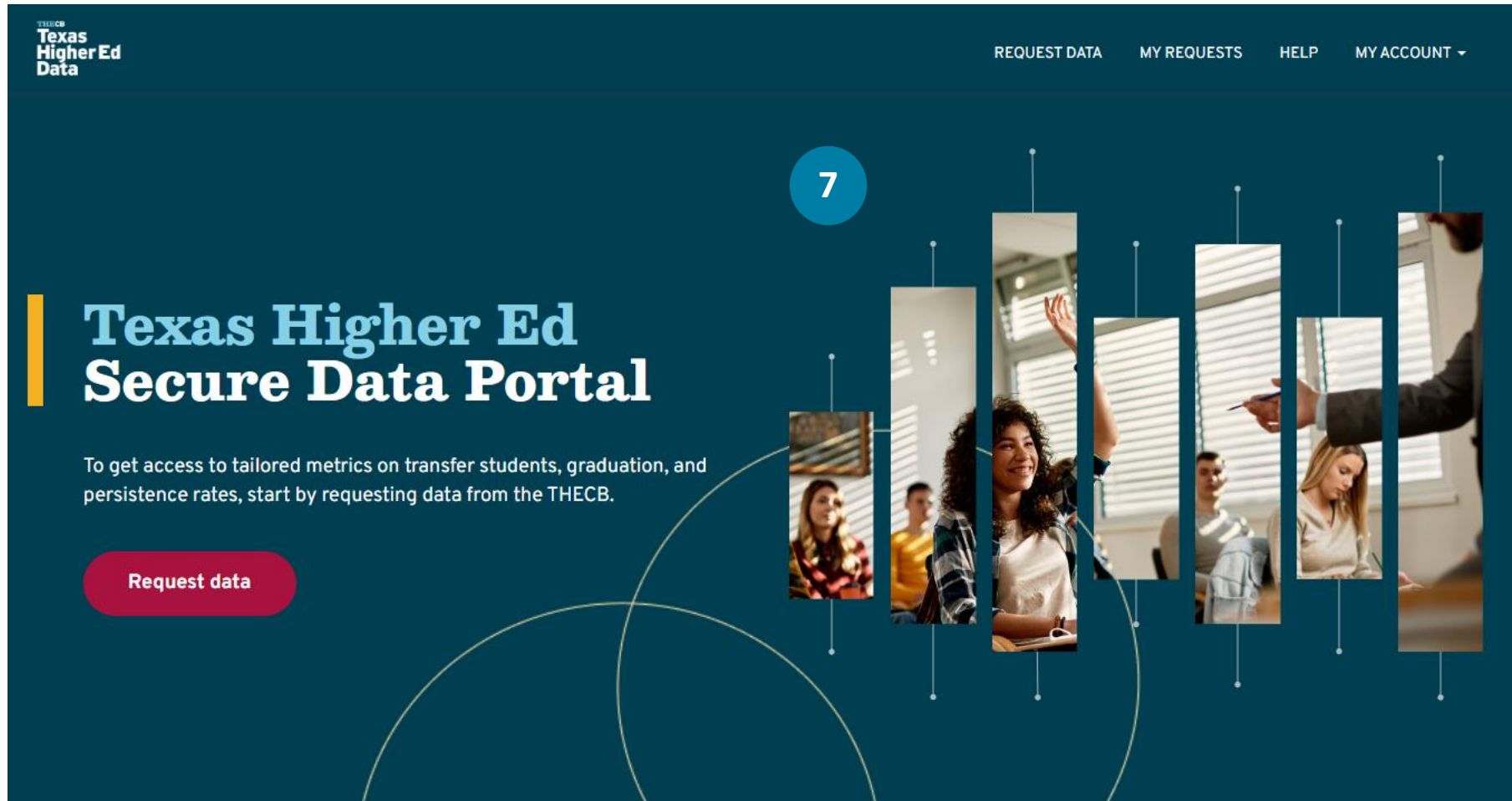
6

Complete your profile information. Required fields are marked with a red asterisk (*).

Select **“Update”**.

Create an Account

7 When your account is successfully created, you will arrive on the home page of the Secure Data Portal.



**Create an
Account**

Log In

**Request Data
Access**

Log In

Texas Higher Ed Secure Data Portal

Users with appropriate credentials can create an account or log in to access secure data from the Texas Higher Education Coordinating Board.

Sign in to your account

Email

Password

[Forgot your password?](#)

1 Sign in

Don't have an account? [Sign up now](#)

Sign in with other options

Employee Sign-In

Account verification

Verification is necessary. Please click Send button.

Email

2 Send verification code

[Continue](#)

1

Enter your email and password. Click “**Sign in**”.

2

Click “**Send verification code**”. A verification code will be sent to your email.

3

Check your email inbox for communications containing your 6-digit verification code.

ALERT: This message was sent from outside of THECB.

Verify your email address

Thanks for verifying your account!

Your code is: 071644

Sincerely,
thecbb2cdev

This message was sent from an unmonitored email address. Please do not reply to this message.

Log In

Texas Higher Ed Secure Data Portal

Users with appropriate credentials can create an account or log in to access secure data from the Texas Higher Education Coordinating Board.

Account verification

Verification code has been sent to your inbox. Please copy it to the input box below.

Email

Verification code

4

[Verify code](#) [Send new code](#)

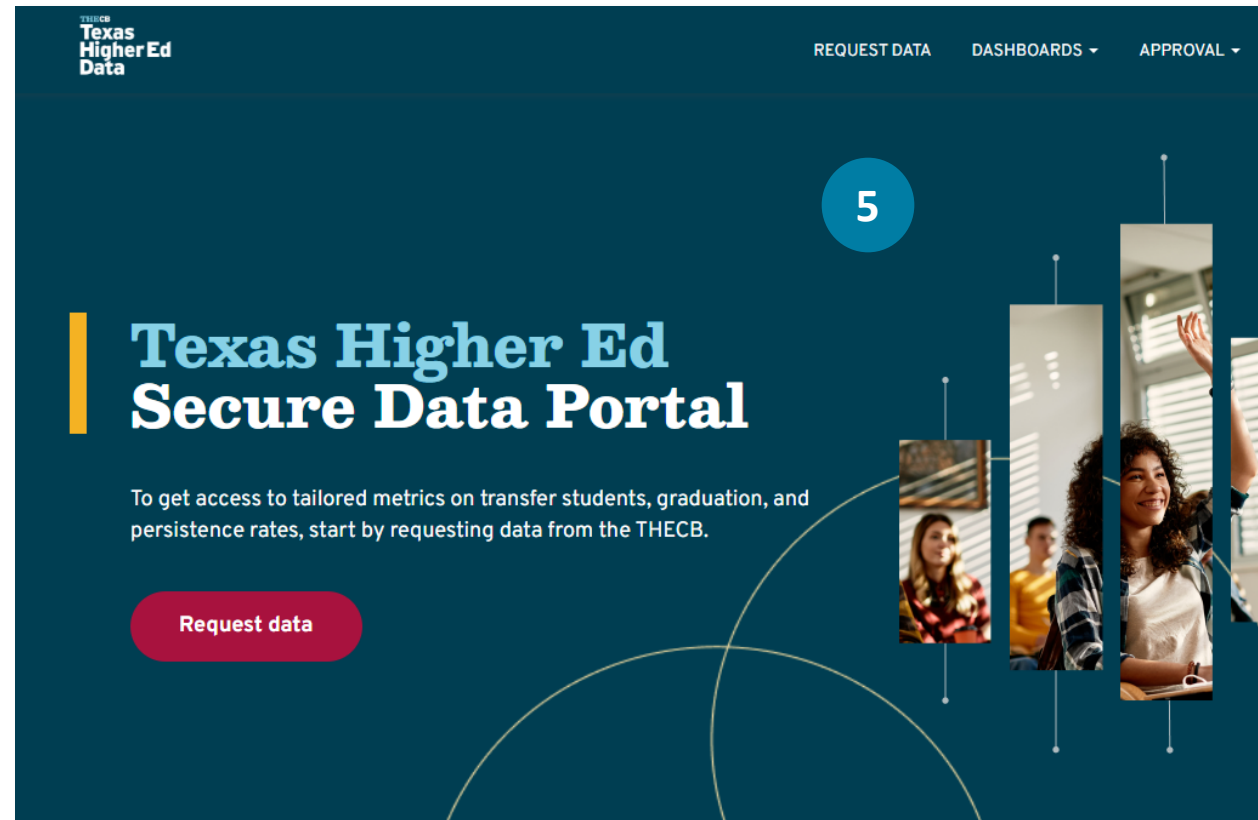
[Continue](#)

4

Enter the verification code sent to your email. Select “Verify code”. Then, select “Continue”.

5

You will arrive on the home page of the Secure Data Portal.



**Create an
Account**

Log In

**Request Data
Access**

Request Data Access

- 1 Select “Request data” on either the home page or in the navigation bar.

The screenshot shows the homepage of the Texas Higher Ed Data Portal. The navigation bar at the top right contains the following links: **REQUEST DATA**, MY REQUESTS, HELP, and MY ACCOUNT. The main content area features the title "Texas Higher Ed Secure Data Portal" and a sub-header "To get access to tailored metrics on transfer students, graduation, and persistence rates, start by requesting data from the THECB." Below this text is a prominent "Request data" button. The background includes a series of vertical photo strips showing students in a classroom setting.

Request Data Access

Request Data

Step 1: Confirm or update personal information

Step 2: Data access request details

Step 3: Data sharing agreement & e-signature

First Name *

Jane

Last Name

Doe

Email *

Phone *

1234567890

What is your Position? *

2

Confirm or update personal information as needed.

Select **“Next”**.

Next

Request Data Access

Request Data

Step 1: Confirm or update personal information **Step 2: Data access request details** Step 3: Data sharing agreement & e-signature

I am requesting access to: *

Aggregate/Small Cell Data

Please select the reports/dashboards you need access to *

Select or search options

Dashboard access is granted for 1 year by default. if you require access beyond 1 year, please select your desired access expiration date:

M/D/YYYY

If you requested access beyond 1 year, please justify your request for extended access:

Select the institution(s) for which you are requesting data. Those selected will act as your home institution(s). *

Select or search options

Select the peer comparison institutions for which you need to see small cell data. Please note that you may multi-select. *

Select or search options

What is the title of your evaluation? *

Please justify your request for small cell level data. Explain why highly aggregate level data without PII wouldn't suffice *

Describe purpose and scope of your evaluation. *

Please select the exemption to FERPA you believe your work qualifies for: *

Previous **Next**

3

Fill out the data access request details, including which dashboards and peer institutions you would like access to.

Required fields are marked with a red asterisk (*).

When complete, select “Next”.

Request Data Access

Step 1: Confirm or update personal information

Step 2: Data access request details

Step 3: Data sharing agreement & e-signature

User acknowledges that the information User seeks to access is protected by the Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. § 1232g and its implementing federal regulations found at 34 C.F.R. Part 99. User understands that User is accessing the education records to audit or evaluate a federal or state supported education program. User further acknowledges that User is accessing Personally Identifiable Information (PII) from employment records as a public official performing User's public duties described in 20 C.F.R. § 603.5(e) and as part of the Texas Workforce Commission's (TWC) procedures to evaluate, improve, and efficiently administer unemployment benefit programs pursuant to Texas Labor Code Chapter 301. User is authorized to use Data obtained under this Agreement only for the purpose of the audit or evaluation or research it is performing and no other purpose. The User agrees to the specific limitations as represented in the Data Access Request. The Data Owners have reviewed the audit or evaluation request of User and to the best of their ability determined User has a legitimate need to obtain the requested Data under this Agreement for that Data. The Parties

I accept terms & conditions

No Yes

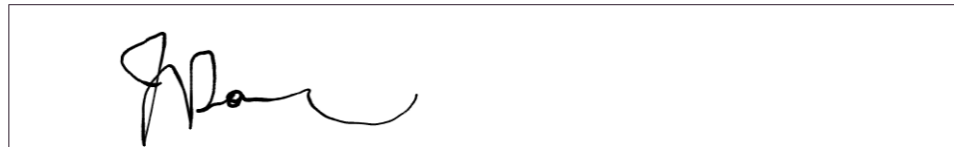
Typed name *

eSignature

Undo Clear

Previous Submit

eSignature



Undo Clear

Previous Submit

4

Read through the Data Sharing Agreement.

Select "Yes" to accept the terms & conditions.

Type your full name.

Use your mouse to provide an eSignature.

When complete, select "Submit".

Request Data Access

The screenshot shows the top navigation bar of the Texas Higher Ed Data portal. The logo 'THECB Texas Higher Ed Data' is on the left. The navigation menu includes 'REQUEST DATA', 'MY REQUESTS' (highlighted with a red box), 'HELP', and 'MY ACCOUNT'. Below the navigation bar is a breadcrumb trail: 'Home / Request Data / Request Data Form'. The main content area features a large heading 'Request Data' and a grey message box that says: 'Thank you for your interest in higher education data. You can view your request status here: "[My Requests](#)".' The link 'My Requests' is also highlighted with a red box.

The screenshot shows an email titled 'Data Portal Dashboard Request Submitted' with a yellow arrow icon and 'Inbox x' label. The sender is 'dataportalrequest_nonprod <dataportalrequest_nonprod@highered.texas.gov>' and the recipient is 'to me'. The email content reads: 'Hello Jane Doe, Your request to access Persistence and Graduation has been received successfully. We will be reviewing this request before granting access and will notify you accordingly. You can review the request status by clicking the link - <https://securedata-uat.highered.texas.gov/my-requests/>'. The link is highlighted with a red box. The email ends with 'Regards, THECB'.

5

When your request has been submitted, you will arrive on a confirmation page with a link to view your request status.

Click the “**My Requests**” link or select “**My Requests**” from the navigation bar to view your request.

You will also receive a confirmation email with a link to check the status.

Request Data Access

Home / My Requests

Request ID ↓	Description	Product	Created Date	Expiry Date	Status	Denial Reason
rid-04105		Persistence and Graduation	6/21/2023 1:55 PM	6/20/2024	Pending	

Request Details

[Cancel this request](#)

Request ID
rid-04105

Status-Pending

Access Until
6/20/2024

Requestor
Jane Doe

Created
6/21/2023 1:55 PM

Requested Access Expiration Date
-

Justification for Extended Access
-

Product Name *
Aggregate/Small Cell Data

Justification

6

In the My Requests page, you can review your data access requests, including status (*pending, approved, denied*) and denial reason, if applicable.

To see the details of your request, click on the **Request ID link**. In the Request Details view, you also have the ability to “**Cancel this request**”.