

Instructions for Accessing coamfte.edvera.com

Go to coamfte.edvera.com and click on the 'Forgot your password?' link.



Sign in ?

Email

.....

Remember me [Forgot your password?](#)

Sign in



Enter your email address (specifically the one these instructions were sent to) and click 'Reset my password'.



Enter your account email below and instructions to reset your password will be emailed to you.

Email

Reset my password



You'll receive the following email within ~5 minutes. Click on the 'Change my password' link.

Password Reset Instructions External OM x



COAMFTE no-reply@edvera.com via sendgrid.me
to cyndi ▾

Hello cyndi@origamimade.com!

Someone has requested a link to change your password, and you can do this through the link below.

[Change my password](#) ←

If you didn't request this, please ignore this email.

Your password won't change until you access the link above and create a new one.

Enter a password of your choice (this will be your password going forward) and click 'Set new password and log me in'.



COAMFTE

Commission on Accreditation for
Marriage and Family Therapy Education

Set new password

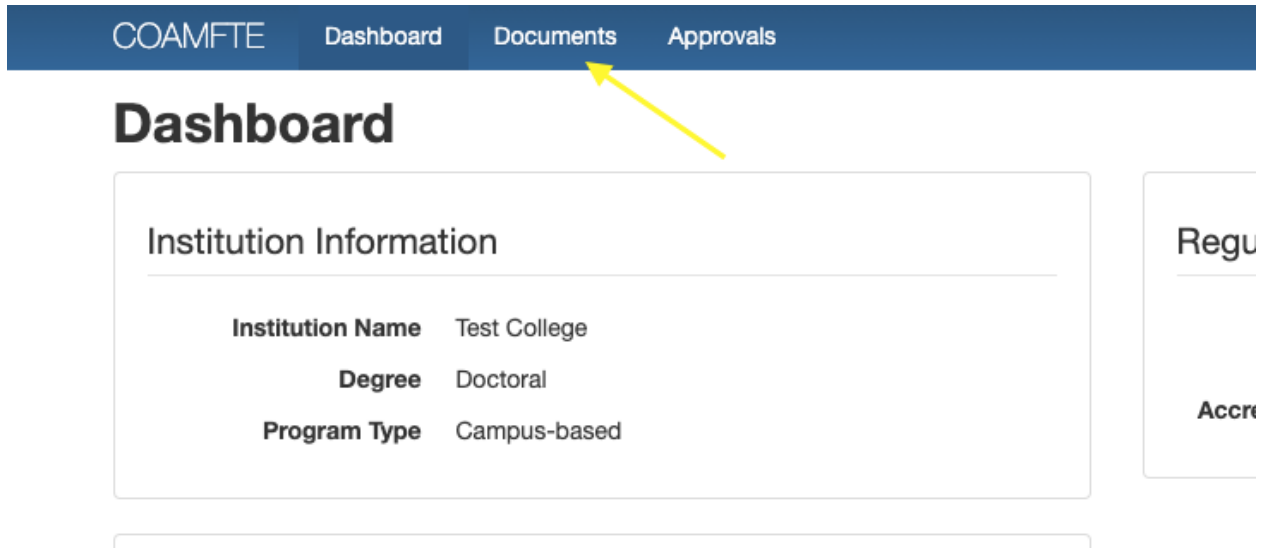
Passwords must be at least 8 characters long.

New Password

Confirm Password

[Set new password and log me in](#)

Once logged in, you'll land on the Dashboard. Click the 'Documents' menu.



COAMFTE Dashboard Documents Approvals

Dashboard

Institution Information

Institution Name Test College

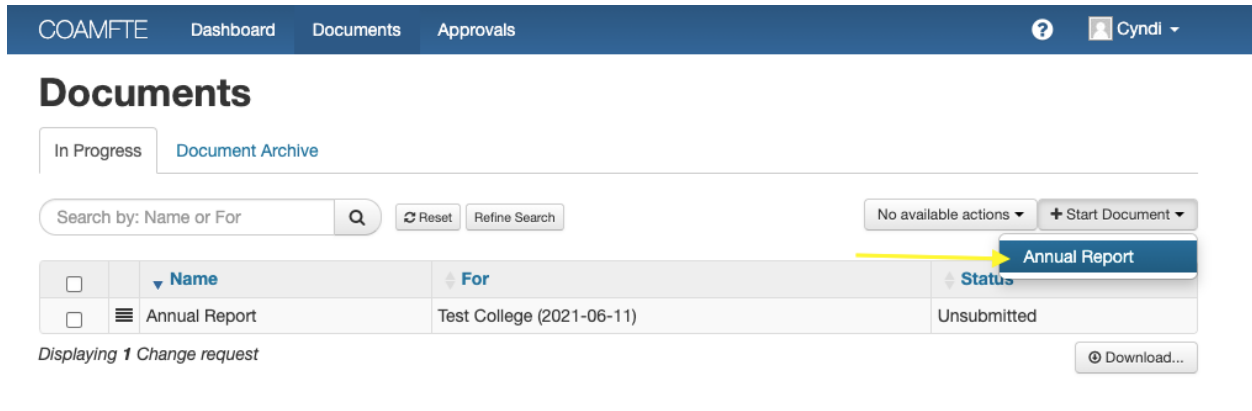
Degree Doctoral

Program Type Campus-based

Regu

Accr

Click the '+Start Document' button and choose 'Annual Report' from the dropdown choices. This will open your Annual Report.



COAMFTE Dashboard Documents Approvals ? Cyndi

Documents

In Progress Document Archive

Search by: Name or For [Q] [Reset] Refine Search

No available actions + Start Document

Annual Report

	Name	For	Status
<input type="checkbox"/>	Annual Report	Test College (2021-06-11)	Unsubmitted

Displaying 1 Change request

Download...



On the document, note that there are Save buttons at the bottom of each page. You can save your progress and come back later at any time.

Email Address

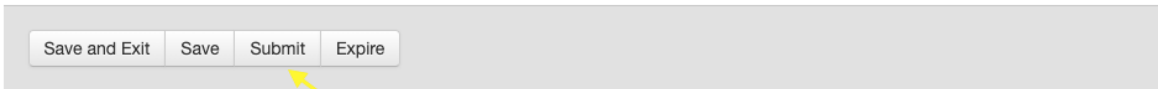


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[Back to top](#)

Once you get to the last tab of the document and you've entered all the required information, you'll click the 'Submit' button.

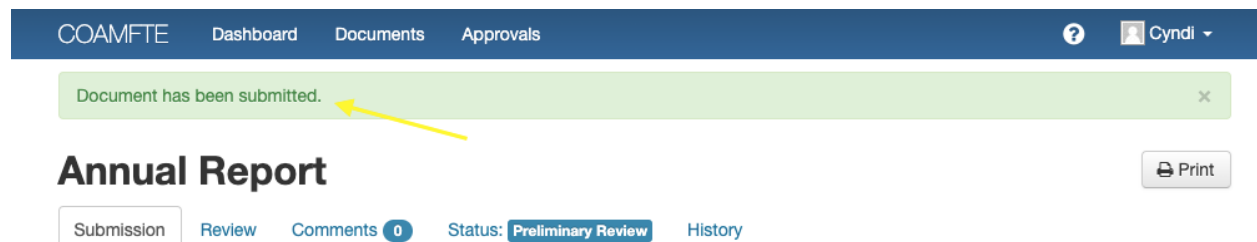
Information entered to ensure its accuracy. Please also ensure that all questions not labeled as optional have been completed.

I agree



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Once you've submitted the document, you will receive a confirmation message at the top of the page. Once you've submitted your document, you cannot make changes.



If you are Program Director for two or more programs, to complete Annual Report for each program click the "Switch institutions" drop down that is located on the upper right corner of the screen.

