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To Join NCHC, contact the NCHC Office at 402-472-9150 or nchc@unl.edu, or [Click Here for More Information!](#)

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1. Create Your Login

- Visit www.nchcguide.com, and search for your institution. When you find your institution, click to view the existing entry. On the right side, select "**Claim This Listing**."
- You'll be prompted to log in; As a new user, select "**Not yet registered?**" to create a username and password. Check your email for a registration confirmation! Follow the prompts, and be sure to choose "Remember Me" for easy login access!
- Select "**NCHC Online Guide**" at the top of the screen to return to the main page.

2. Claim Your Listing

- Search for your institution, and select "**Claim This Listing**."
- Now that you're logged in, you can enter your name and email address to claim your listing. Please enter your title or association with honors in the additional details box.
- Select "Claim Listing". That's it! When you receive a confirmation email that your claim has been approved, you can return to your listing anytime to edit your fields or upload new photos!