

RACEtrack

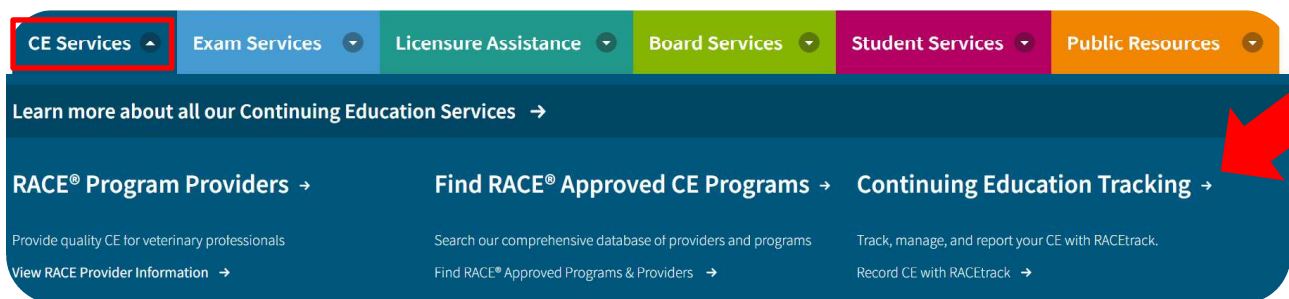
POWERED BY CE BROKER | A SERVICE OF THE AAVSB

Account Set Up Guide

To start tracking CE, go to www.aavsb.org.

If you already have a MyAAVSB account, skip to page 7 of this guide.

If you do not have a MyAAVSB account, click on the CE Services tab, and then click on “Continuing Education Tracking” in the drop-down menu:



Next, scroll to the middle of the page and select the “No MyAAVSB account?” button:

Sign in to your MyAAVSB account and start using RACEtrack.

**No MyAAVSB account?
Create a MyAAVSB Account now.**

The next page will ask you to enter your email to search for an existing account:

First, let's find your account...

What is your email address?

Email

Helpful hint: Consider email addresses you've had in the past

Enter your email and select “Find My Account.” It will then prompt you to enter a password:

Sorry, we were not able to find your MyAAVSB account.

Please create an account to continue.

Email

Password

Confirm Password

You will then be asked to confirm your email. You will receive a verification code to your email which you will enter on the screen below:

Confirm Email

An email has been sent to tester1@aavsb.org

Please enter the 6-digit code from the email into the box below to confirm your email address:

Verification Code

Submit Code →

Generate new code →

The next page will ask you to select if you are a veterinarian or veterinarian technician:

This application is for a:

Veterinarian

Veterinary Technician

This will take you to the first page of the application:

The screenshot shows the 'Personal Information' section of the RACETrack application. At the top left is a blue header with the text 'RACETrack'. Below it is a progress bar with five dots; the first dot is green, and the others are grey. The form contains several input fields and dropdown menus. The 'Current First Name' field contains 'First Name', 'Middle Name' contains 'Middle Name', and 'Current Last Name' contains 'Last Name'. The 'Suffix' dropdown is set to 'Select'. Below these are 'Other First Names' (containing 'Other First Name'), 'Other Last Names' (containing 'Other Last Name'), and 'Date Of Birth' (containing 'mm/dd/yyyy'). There is also a 'Place Of Birth' field, a 'Gender Preference' dropdown set to 'Select', and a 'Last 4 Digits of SSN/SIN' field with a question mark icon and '###' placeholder. The 'Email Address' field contains 'tester1@aavsb.org' and the 'Mobile Number' field contains '123-456-7890'. A checkbox for 'SMS messages may be sent to this number' is present and unchecked. At the bottom left is a 'Next Step' button with a question mark icon.

Once you click on the “Next Step” button, it will take you to the next page, Education History.

The screenshot shows the 'Education' section of the RACETrack application. At the top left is a blue header with the text 'RACETrack'. Below it is a progress bar with five dots; the first two dots are green, and the others are grey. The section is titled 'Education' and includes the instruction 'Please add a new record for each educational institution you have attended.' Below this is a green button with a plus icon and the text 'Add Another Record'. At the bottom are two green buttons: '← Back' and 'Next Step →'.

If your education is on file, it will show up on this page. If the information is incorrect, then you will need to click on “Add Another Record” and fill in the information. Once you have entered your information, click the “Next Step” to the License History page. Please add **Current and Previous** license(s) that you have held/hold.

RACETrack

Licenses

Please add a new record for every past or present license that you have been issued.

+ Add Another Record

← Back Next Step →

Once all the information has been entered in the field boxes, click the “Next Step” box to continue to the Exam page.

RACETrack

Exams

Please add a new record for each time you have taken a test.

+ Add New Exam

← Back Next Step →

Clicking on “Next Step” will take you to the overview of your application. Review the information submitted and select “Submit Application.”

Personal Information

First Name	John
Middle name	
Last Name	Tester
Suffix	
Other First Name	
Other Last Name	
Date Of Birth	1/1/1990
Place Of Birth	
Gender Preference	
Last 4 digits of SSN/SIN	1111
Email	testing123@aavsb.org
Mobile Number	(555) 555-5555
Allow SMS Messages	No
Street Address	street
Zip Code	22222
City	City
State	UT
Country	United States

Education

New Education

School Name	On The Job Training
Degree	OTHER
Graduation Date	2/2/2002

Exam

License

[← Back](#) [Submit Application →](#) [Cancel Application](#)

Your application will be processed in 3-5 business days.

Your Application has been received!

Your RACEtrack application will be processed within 3-5 business days. After review you will be able to finalize your account and begin tracking your CE.

Once you have created an account or if you already have an account, return to www.aavsb.org to log into your MyAAVSB account:



Login →



- CE Services
- Exam Services
- Licensure Assistance
- Board Services
- Student Services
- Public Resources

Welcome back to MyAAVSB

Username/email

Password

Login →

New to AAVSB? Your account will be created when you complete your service application.

← Back To Homepage

You will see information regarding past service requests if you have done a service with the AAVSB before. To start tracking CE, click the button below:

Track Continuing Education

RACEtrack – Track Continuing Education →

You will be asked if you want to allow CE Broker access. CE Broker is AAVSB's partner in CE tracking. Select "Allow CE Broker Access" to continue forward.

RACetrack

RACetrack allows you to record all your continuing education (CE) course work in a centralized database. RACetrack provides an easy way for you to communicate your CE to your credentialing agencies. Also, agencies can retrieve your CE if they are authorized to do so through the AAVSB.

RACetrack is a free program to veterinary professionals and the AAVSB Member Organizations. [Click here](#) for a list of jurisdictions that currently accept CE reports via email.

NEW! A Whole New Suite of CE Management Features

The AAVSB is partnering with CE Broker, the worldwide leader in continuing education tracking software, to enhance your ability to track your continuing education. Optional new features of your new RACetrack powered by CE Broker account include:

- Digital File Storage
- Automatic CE Reminders
- Personal Account Manager
- Automatic CE attendance upload of RACE approved CE
- Customized course search specific to your licensees

To use the RACetrack system on CE Broker, you must agree to let CE Broker have access to your account information.



Your current information will be sent to CE Broker so that you can begin tracking CE. You will need to complete one more step before being sent over to CE Broker. Click the blue "Enter/Update Continuing Education" button:

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From here, you will be asked to select an account type. Our Basic account is free and will allow you to track CE and download a transcript to send to your licensing board. If you would like to upgrade the account, you may do so now, or after you have already started utilizing the service.

Basic	Professional	Concierge
Essential CE toolbox	Automated compliance calculator	Full reporting service
Free	\$39.99 / year	\$124.99 / year
Get Basic	Start free trial	Get Concierge
<ul style="list-style-type: none">✓ Connect with your licensing board✓ See your complete course history✓ Take courses within your account✓ Report hours manually✓ Check your compliance status anytime	<ul style="list-style-type: none">✓ Everything in Basic✓ Personalized compliance transcript✓ Detailed view of missing requirements✓ Track for multiple licenses✓ Store all certificates & heart cards✓ View and export past transcripts✓ Know when each requirement has been met	<ul style="list-style-type: none">✓ Everything in Professional✓ Dedicated account manager✓ One-on-one help to stay on track✓ We do all the reporting for you✓ We find approved courses for you✓ We make sure you're compliant

After selecting an account type, the screen will show one of your licenses and your email. Select “Create Account.” After this step, you are all set to begin tracking CE.

1. Enter your license

RACEtrack Veterinarian Technician ✓

2. Create your account

Email address

This field is required

[Create Basic Account](#)

By clicking "Create Basic Account" I agree to the [Terms](#)