

Unique Key Request Form

READ FIRST

Each person in TrainLink should have one and only one record with one continuous transcript of learning activities by that individual. If you have taken any training through DHS in the past, please check the [ID Lookup / Unique Key Search](#) to find your User ID.

If you have never taken classes with DHS, complete the form below to request creation of a new User ID / Unique Key, using the Type of Request: First Time User

If your agency or other information has changed since the last time you accessed training activities through DHS, complete the form below to request an update of your existing record, using the Type of Request: Update Information.

If you are a DHS Central Office or Direct Care & Treatment employee, your User ID is your Employee ID. Do not request an additional ID.

```
<iframe id="TrainLink" height="750"
src="https://surveys.dhs.state.mn.us/snapwebhost/s.asp?k=158825170034"
frameborder="0" width="700" name="TrainLink" scrolling="no"></iframe>
```