How to Create an ECSI Profile?

Go to the ECSI homepage (https://heartland.ecsi.net/) ** New Link **, then follow these quick easy steps:

1. Click the Register Now link.
2. Enter the following:
   - Username
   - Password
   - Confirm Password
   Click Continue.
3. Enter the following:
   - First Name
   - Last Name
   - Date of Birth
   - Phone Number
   - Phone Number Type
   - Email Address
   - Confirm Email Address
   Click Continue.
4. Enter the following:
   - Country
   - Street Address
   - City
   - State
   - Zipcode
Click Continue.

5. Set up Security Questions.

   Click Continue.

6. Next, you will need to Connect An Account.

   In order to do this you will need your Heartland Key Number.

   If you have not received one previously through an e-mail from ECSI you will need to either call Heartland’s Customer Service Department 866.428.1098 and receive it that way, or in the bottom left-hand corner of the screen you should see a Ready to Live Chat? box. The Customer Service Department will ask you a series of questions and then provide you with your ECSI Heartland Key Number via an e-mail.

7. Enter your Heartland Account number.

   Click Connect.

8. You should now be able to select the box that says Nashville State Community College and from there retrieve all available 1098T’s from previous years pertaining to Nashville State Community College.