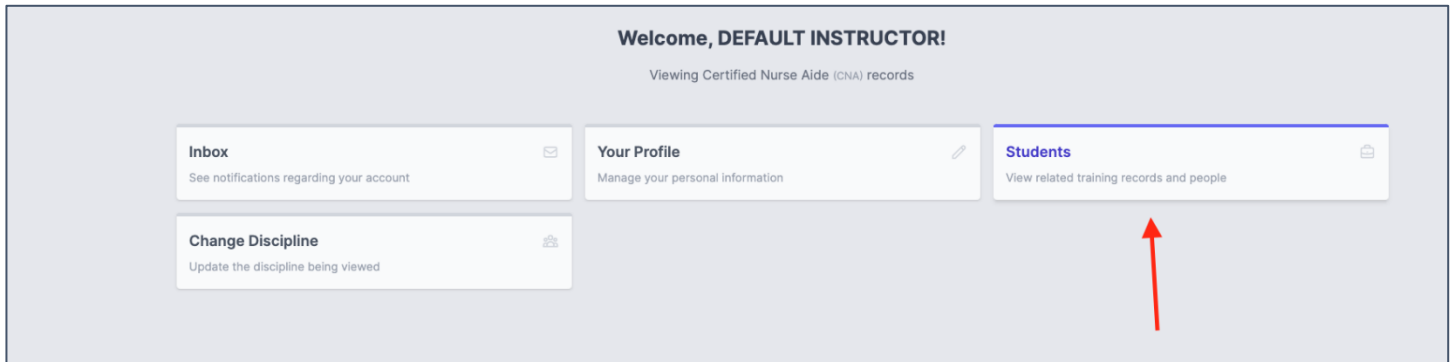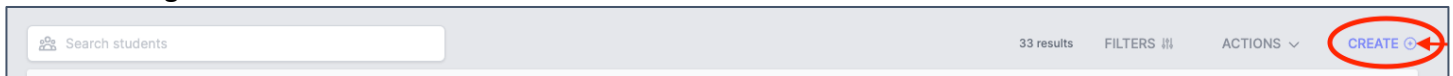| D&S Diversified Technologies LLP / Headmaster LLP	**D&S DIVERSIFIED TECHNOLOGIES (D&SDT), LLP - HEADMASTER, LLP** **MT Office:** P.O. Box 6609 | Helena, MT 59604-6609 **OH Office:** P.O. Box 418 | Findlay, OH 45839 (888)401-0462 | (800)393-8664 | (877)851-2355 | Fax: (406)442-3357 hdmaster@hdmaster.com | Website: www.hdmaster.com	*Innovative, quality technology solutions throughout the United States since 1985.*

UPDATED: January 26, 2022

TMU© INSTRUCTIONS
ENTERING A STUDENT IN TMU© AT START OF TRAINING

As a Primary Instructor teaching nurse aide training, you will need to request a login to access TMU©. If you do not have a login, that request can be submitted here.

In order to enter students into TMU© at the start of their training, log into https://mn.tmutest.com and click on "Students":

Click the + sign next to Create:

Enter the Student's FIRST and LAST name as it appears on their government issued ID, their personal cell phone number, and their personal e-mail address. The cell phone number and email address are used to receive text notifications regarding testing and renewals. The email address is also used to log into TMU©.

Choose the "Training Program" from the drop-down menu as seen below. If this student is a waiver student, completing training under the Minnesota 1135 Waiver Option, you will need to choose "Minnesota 1135 Waiver Option (8888)" instead of your traditional training program:

Enter the date that the training started and click "Save Student":

If a candidate is a challenge candidate, they will need to fill out the challenge application form 1101MN located at www.hdmaster.com, click on Minnesota *(link to form will be provided once form is live on the webpage)*. Once the form is completed and submitted to D&SDT-Headmaster, an account will be created for the challenge candidate in TMU© so they can register for a knowledge and skills test in Minnesota. D&SDT-Headmaster will communicate with the candidate when this is completed via email and provide the candidate with their USERNAME and temporary PASSWORD to sign into their account at https://mn.tmutest.com. The challenge candidate will need to complete their testing record (instructions are available in the Minnesota Nurse Aide Candidate Handbook).

If you have any questions, please don't hesitate to call D&SDT-Headmaster (888)401-0462.