Interfolio Log-In

If you have used Interfolio prior to adoption of the product at Vanderbilt University, you may have an existing account with Interfolio through a different email address. It is important to use the Vanderbilt sign on link when conducting Vanderbilt searches or reviews. If you do not use the Vanderbilt sign on, you may not have access to relevant documents.

Steps to sign in to Interfolio using the Interfolio Institutional sign on function:

1. Using your web browser, search for Interfolio.
2. Click on the SIGN IN button located in the top right corner.
3. You will see:
4. Click on the Partner Institution Button.
5. Click on the “Search for or select your institution” drop down twice. Type Vanderbilt and click Sign In.
6. You will be taken to the Vanderbilt University Sign On page. Use your VUNet ID and Password.
7. Once you have signed in with your VUNet ID and Password, you will be taken to your Interfolio Dashboard.
You can also set a bookmark on your browser to go directly to the Vanderbilt University sign on page.

This is a hyperlink to the Vanderbilt University Interfolio Sign On page.

Below are the steps to set this link as a bookmark.

1. Click on the hyperlink above.
2. Click on the star beside the search box on your browser.

Firefox:

Google Chrome:

3. Type Interfolio in the Name box and click Done.

If using Google Chrome, you will now see Interfolio on your toolbar.

4. If using Firefox, click on the icon beside the star.

5. Interfolio will show up under “Recently Bookmarked.” Click and drag Interfolio up to your toolbar.

Vanderbilt University—Interfolio Sign On page:

https://secure.interfolio.com/?event=login.setIdPChoice&client_idp=https://sso.vanderbilt.edu