

Step - by - Step Instructions for External Students and Adults on How to Register

Please be sure to login through the TDSB Continuing Education Credit Programs website at www.creditprograms.ca.

Select the Credit Program you wish to register for.

Google Chrome is not compatible with the registration system. Please select a different browser (Firefox, Bing, Internet Explore).

► Secondary Program Review

► Going to High School

Beyond 8
Optional attendance
Alternative Schools
Open Houses and
Information Nights
Find your home school
Transportation
Reconnect with School
Secondary School Placement
Centre
Specialized Schools and
Programs

Night School and Summer School

Night School
Summer School
Saturday Credit Program
e-Learning

► GradesExamsDiplomas

► Your School Day

Sports

Indigenous Education

► Caring & Safe Schools

► Get Involved

► Equity & Inclusion

► Guidance

► After High School

Credit Programs

The Toronto District School Board offers night school and summer school credit courses under the OSS curriculum guidelines. Course selections must be made in accordance with the Ministry of Education curriculum guidelines.

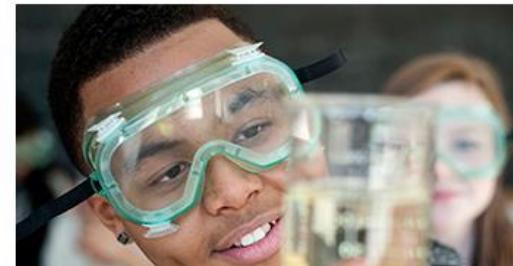
Parent/Guardian(s) and students must consult with their day school guidance counsellor regarding course selections and pre-requisite courses.

Learn more about:

→ [Night School](#)

→ [Summer School](#)

→ [Saturday Credit Program](#)



Go to Want to Register?

For Non-TDSB students and adults.

Click on Registration form link.

Non-TDSB students and adults:

You will need the following information:

- A valid transcript/credit counselling summary showing prerequisite earned.
- Your 9 digit OEN (Ontario Education Number – your OEN is printed on all report cards and transcripts issued to students who attended school in Ontario, including night school, effective 2004).

Important: you must register using your name as it appears on your transcript.

Online registration is a two-stage process. Click on the link to create a registration account. Your registration account remains available for you to use for upcoming night school and summer school sessions.

Please complete the [registration form](#).

Once you've confirmed your account, you will be directed to the second link below to request a course. You will need to upload documents showing proof of pre-requisites earned in Ontario

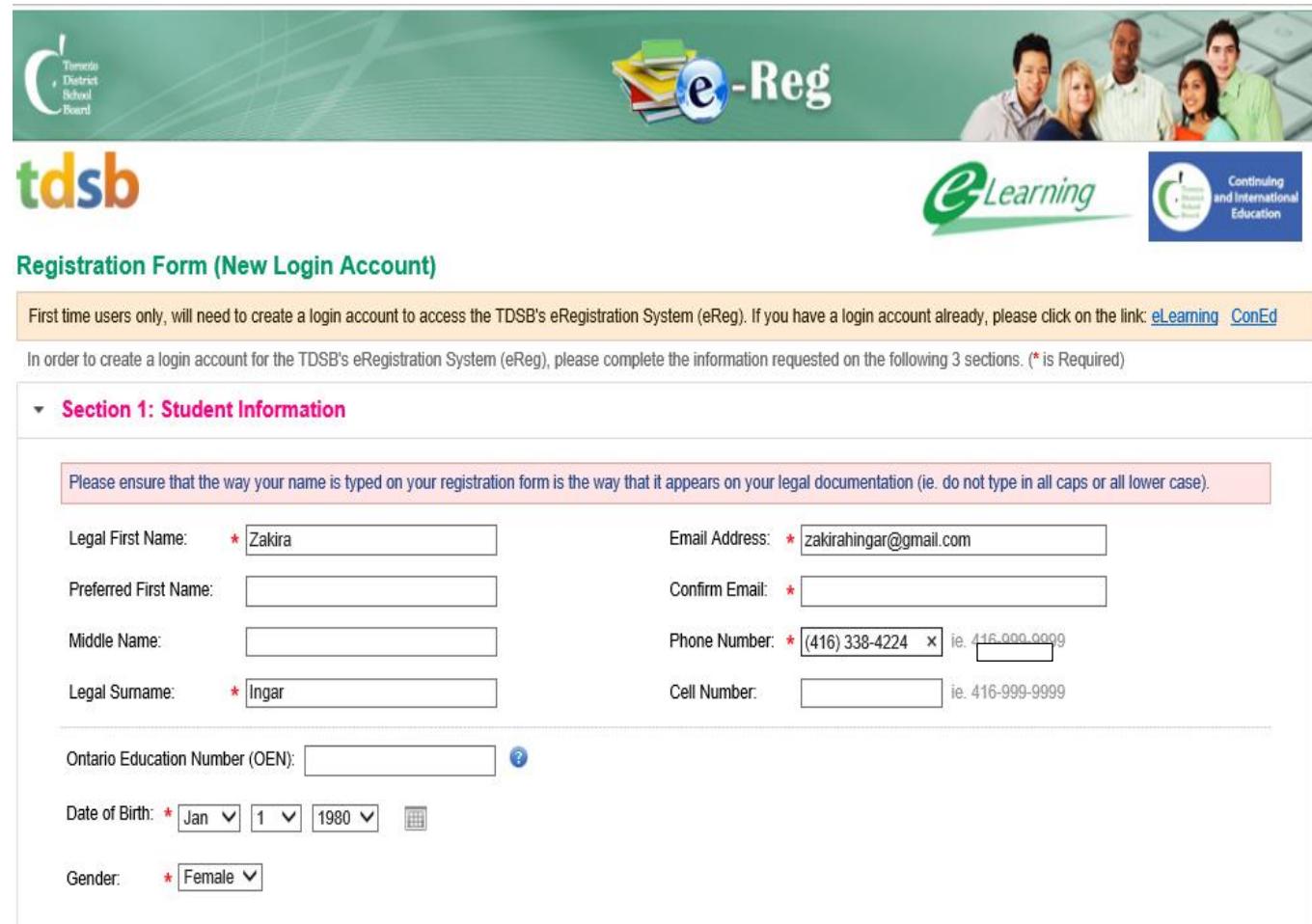
TDSB students who attempt to request courses using this external link will not be accepted.

[See e-Reg login](#)

Fill out: Section 1: Student Information

Note: Night School only requires OEN if you attended school in Ontario after 2004.

You don't require an OEN unless you indicate that you attend a school in Ontario. Simply skip the field.



The image shows the TDSB e-Reg registration page. At the top, there is a green banner with the TDSB logo, the text 'e-Reg', and a group of diverse students. Below the banner, there are logos for 'eLearning' and 'Continuing and International Education'. The main section is titled 'Registration Form (New Login Account)'. A note for first-time users explains that they need to create a login account. The form is divided into sections: 'Section 1: Student Information', 'Section 2: Personal Information', 'Section 3: Emergency Contact', and 'Section 4: Health Information'. Each section contains various input fields for user information.

Section 1: Student Information

Please ensure that the way your name is typed on your registration form is the way that it appears on your legal documentation (ie. do not type in all caps or all lower case).

Legal First Name: *	<input type="text" value="Zakira"/>	Email Address: *	<input type="text" value="zakirahingar@gmail.com"/>
Preferred First Name:	<input type="text"/>	Confirm Email:	<input type="text"/>
Middle Name:	<input type="text"/>	Phone Number:	* (416) 338-4224 <input type="text"/> ie. 416-000-0000
Legal Surname:	* <input type="text" value="Ingar"/>	Cell Number:	<input type="text"/> ie. 416-999-9999

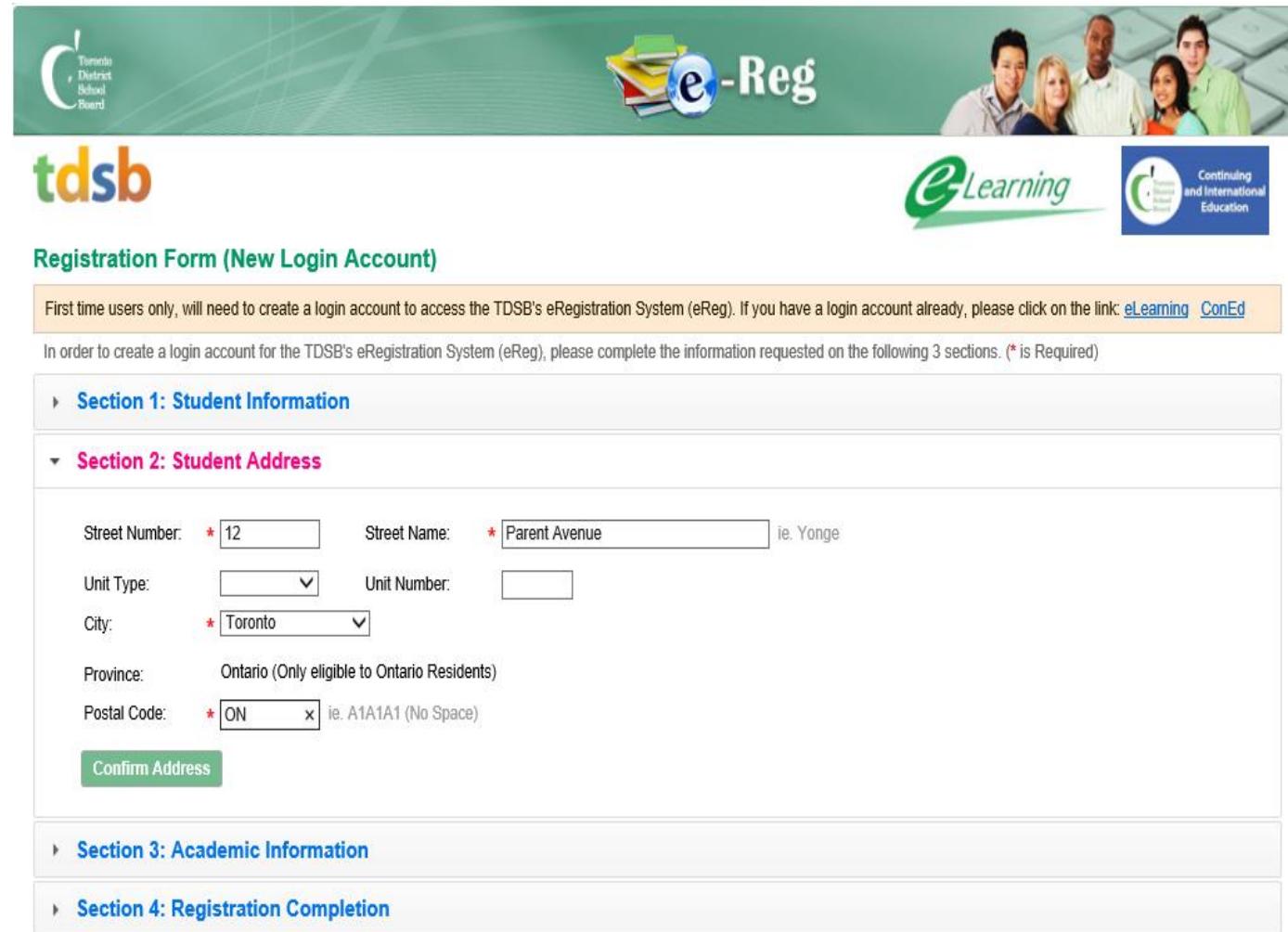
Ontario Education Number (OEN): 

Date of Birth: * 

Gender: *

Section 2: Student Address - Make sure to Confirm Address before proceeding to Section 3

NOTE: If you cannot type in any of the Student Address fields, please try a different browser.



The image shows the TDSB e-Reg registration page. At the top, there is a green header with the TDSB logo, the text "e-Reg", and a photo of five diverse people. Below the header, there are logos for "tdsb", "eLearning", and "Continuing and International Education". The main content area is titled "Registration Form (New Login Account)". It contains a note for first-time users and instructions to complete three sections. The "Section 2: Student Address" section is expanded, showing fields for Street Number (12), Street Name (Parent Avenue), Unit Type (dropdown), Unit Number (input), City (dropdown set to Toronto), Province (dropdown set to Ontario), and Postal Code (input set to ON). A "Confirm Address" button is present. Other sections like "Section 1: Student Information" and "Section 3: Academic Information" are collapsed.

Registration Form (New Login Account)

First time users only, will need to create a login account to access the TDSB's eRegistration System (eReg). If you have a login account already, please click on the link: [eLearning](#) [ConEd](#)

In order to create a login account for the TDSB's eRegistration System (eReg), please complete the information requested on the following 3 sections. (* is Required)

► **Section 1: Student Information**

▼ **Section 2: Student Address**

Street Number: * Street Name: * ie. Yonge

Unit Type: Unit Number:

City: *

Province:

Postal Code: * ie. A1A1A1 (No Space)

► **Section 3: Academic Information**

► **Section 4: Registration Completion**

Section 3: Academic Information

If you are enrolled in an Ontario School and you click "Yes," using the drop down select your day school. If your school is not listed, please scroll down the menu and select "Other."

Registration Form (New Login Account)

First time users only, will need to create a login account to access the TDSB's eRegistration System (eReg). If you have a login account already, please click on the link: [eLearning](#) [ConEd](#)

In order to create a login account for the TDSB's eRegistration System (eReg), please complete the information requested on the following 3 sections. (* is Required)

► **Section 1: Student Information**

► **Section 2: Student Address**

▼ **Section 3: Academic Information**

Are you currently enrolled in an Ontario School (Day, Night or e-Learning)? * Yes No

You will need to submit proof that you have the necessary prerequisite, as outlined in the email that confirms your course request.

Other Academic Programs Enrolled in: _____

Learning Special Needs: _____

► **Section 4: Registration Completion**

Collection of Information
The information collected on this form is collected under the authority of the Education Act, R.S.O. 1990, c. E.2, and will be used by Toronto District School Board Continuing and International

Section 4: Registration Completion – select Radio button Subscribe/ Unsubscribe – Make sure to click on the declare box – Fill in the Audio Code and than press Create Account.

Section 2: Student Address

Section 3: Academic Information

Section 4: Registration Completion

Under Canada's Anti-Spam Law, we are prohibited from sending any type of electronic message that is commercial in nature unless the recipient has provided consent first. General Announcements may contain promotional information regarding school initiatives such as newsletters, fundraisers, field trips and/or events, etc. We require your consent to send general announcements via email. To provide consent please click on Subscribe. If you wish to unsubscribe from general announcements please click on Unsubscribe.

* Subscribe Unsubscribe

I am submitting this form to register myself in Toronto District School Board classes. I declare that the information contained in this form is true and complete to the best of my knowledge. I understand that any false or misleading information may result in not being registered and/or not being able to attend Toronto District School Board classes.

* I declare that the information submitted on this page is true and complete to the best of my knowledge.

 [Get Audio Code](#)

Type the code from the image

[Create Account](#) [Cancel](#)

Once you have completed the application, click the Create Account button. The below page will appear on your screen.

The following instructions are the next steps to access the eReg system.



Registration Form (New Login Account)

Your e-Reg account has been successfully created!

Your User ID is: X10066147

The following are the next steps to access the e-Reg system:

1. An email has been sent to you with important information about your e-Reg account. Please go to this email and review this information.
2. The account information email contains a link that will take you to a page where you can set your e-Reg account password. Please click on this link and set your password.
3. After setting your account password, you can login to the e-Reg system where you can apply for e-Learning courses or Continuing Education courses. You will need your User ID to login into the system.

This is the email that you will receive once you have completed the registration.

Very Important: You must Proceed to complete your registration within 24 hours.

TDSB e-Reg Registration URGENT



Inbox x



eReg <No-Reply@tdsb.on.ca>

to me ▼

Thank you for completing the online registration form for the TDSB e-Reg program.

Your User ID is: X10066147

You will need your User ID to login to the system.

To complete your registration, you must click the link below to setup your e-Reg course request account.

[Proceed to complete your registration](#)

For more information about Continuing Education, please go to [ConEd](#)

For more information about eLearning, please go to [elearning](#)

Proceed to complete your registration, please enter the following details then click the Save button.

Please pay close attention to the *NOTE. Reminder to check the box "Signature of Student" and click Save



eLearning  **Continuing and International Education**

Contact
[e-Learning Central Office](#)
[Continuing Education Office](#)

Set Account

Password

Please enter the following details then click the 'Save' button

* Note: your password must be between 7 to 10 characters long, contain at least 1 digit and 1 alphabetic character, and not include special characters

User ID: X10066147

Step 1: Create your password

Password:

Verify Password:

Step 2: Create your password reset options

Security Question 1:

Security Answer 1:

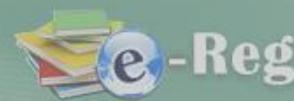
Security Question 2:

Security Answer 2:

* Signature of Student:

Save

Authentication Required: Enter your Postal Code. Make sure all information is correct.



Contact
[e-Learning Central Office](#)
[Continuing Education Office](#)

[Set Account](#)

Password

Please enter the following details then click the 'Save' button

* Note: your password must be between 7 to 10 characters long, contain at least 1 digit and 1 alphabetic character, and not include special characters

User ID: X10066147

Step 1: Create your password

Password:

Verify Password:

Step 2: Create your password re

Security Question 1: When you were y

Security Answer 1: Teacher

Security Question 2: Who was your chiauuu hero?

Security Answer 2: Teacher

* Signature of Student:

Authentication Required

tdsb

Please confirm your identity by authenticating with your postal Code.

User ID: X10066147

Postal Code: ie. A1A1A1 (No Space)

Authenticate

Save

Please complete all required fields. Pay close attention to *Note: regarding Password criteria. Click save once completed.



Contact
[e-Learning Central Office](#)
[Continuing Education Office](#)

[Set Account](#)

Password

Please enter the following details then click the 'Save' button

* Note: your password must be between 7 to 10 characters long, contain at least 1 digit and 1 alphabetic character, and not include special characters

User ID: X10066147

Step 1: Create your password

Password:

Verify Password:

Step 2: Create your password reset options

Security Question 1: When you were young, what did you want to be when you grew up?

Security Answer 1: Teacher

Security Question 2: Who was your childhood hero?

Security Answer 2: Teacher

* Signature of Student: Digitally Signed: 12/14/2017 2:09:47 PM

[Save](#)

Click on GO to Continuing Education Login. Please note that eLearning and Continuing Education are two different departments.



Contact

[e-Learning Central Office](#)
[Continuing Education Office](#)

Password Update

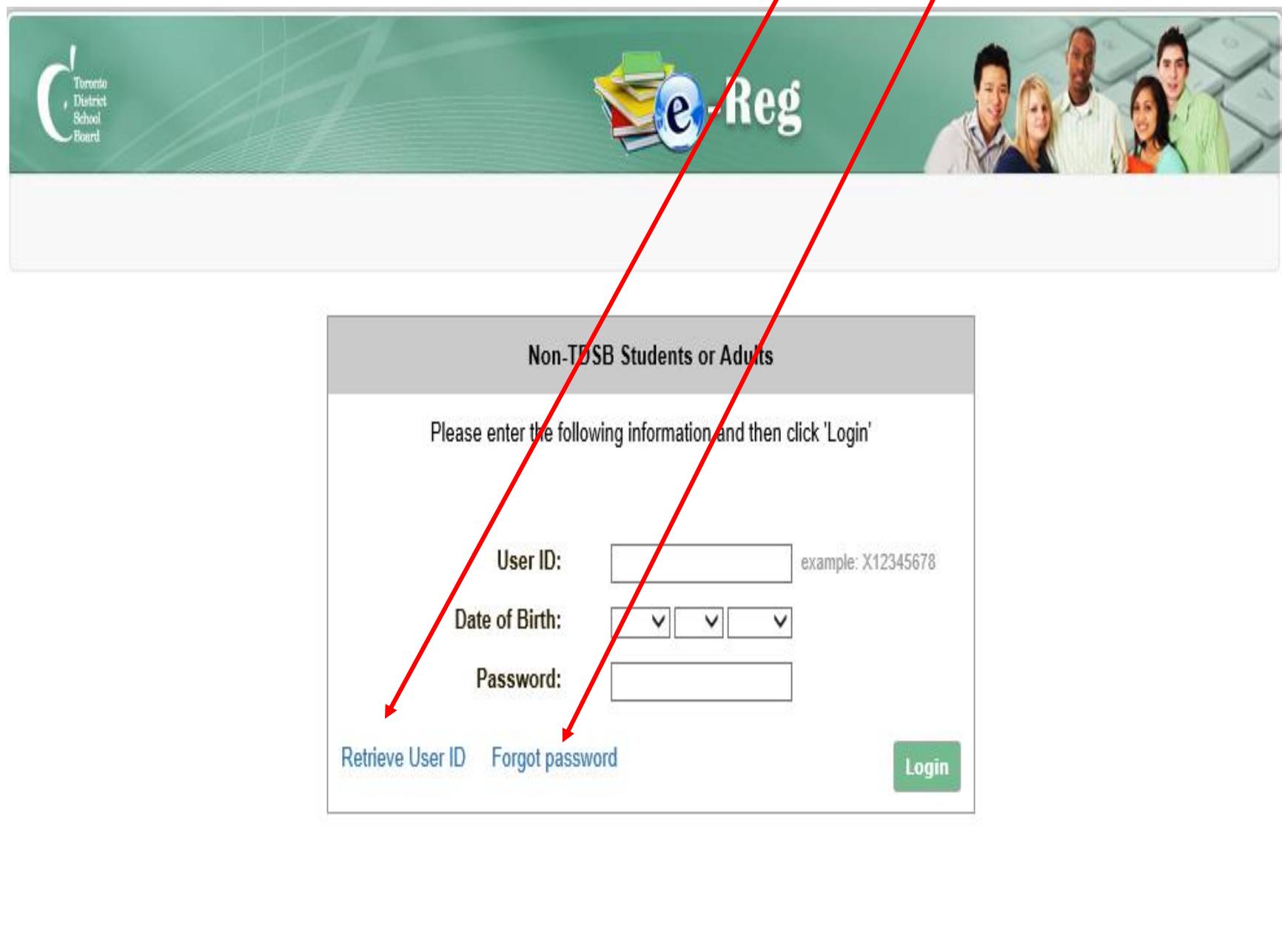
Your e-Reg account password was successfully set and your account has now been activated.

Please choose one of the options below to login to e-Reg:

[Go to eLearning Login](#)

[Go to Continuing Education Login](#)

Request a course: Fill in all required fields, click login once completed. To Retrieve User ID or Forgot Password.



The image shows the e-Reg login page for Non-TDSB Students or Adults. The page has a green header with the Toronto District School Board logo, the 'e-Reg' logo, and a group of diverse students. The main content area is titled 'Non-TDSB Students or Adults' and instructs the user to enter information and click 'Login'. It features fields for 'User ID' (with an example 'X12345678'), 'Date of Birth' (with three dropdown menus), and 'Password'. At the bottom are links for 'Retrieve User ID' and 'Forgot password', and a green 'Login' button. Two red arrows point from the text at the top to the 'User ID' and 'Password' fields.

Non-TDSB Students or Adults

Please enter the following information and then click 'Login'

User ID: example: X12345678

Date of Birth:

Password:

[Retrieve User ID](#) [Forgot password](#) [Login](#)

Click Continue



News

Subject: Welcome

Date: 27-Aug-2015

Message: This is the Toronto District School Board eReg system

[Continue](#)

Select Session. **Please note:** Prior to the registration date, you will not be able to request a course. Once registration opens, you will then be able to request a course.



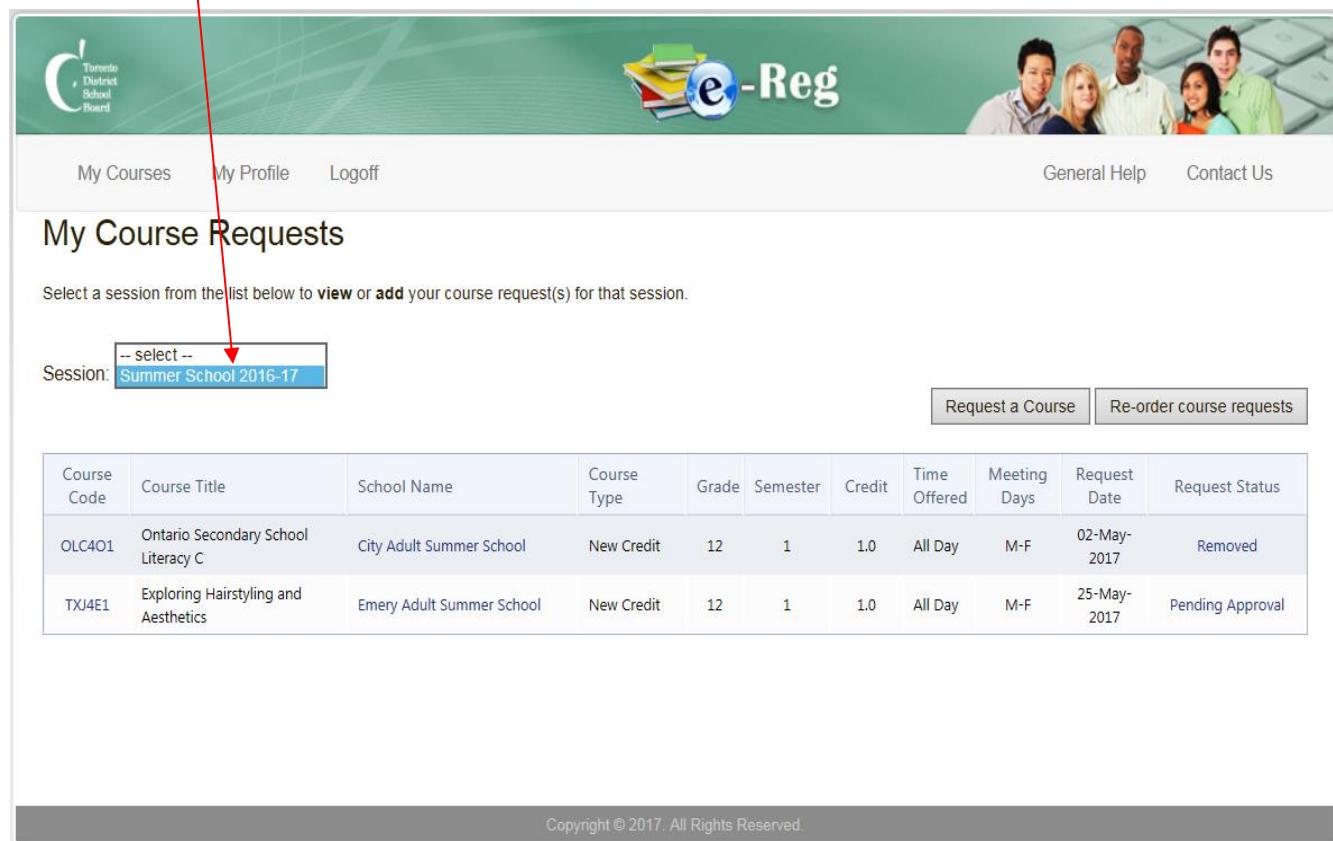
My Course Requests

Select a session from the list below to view or add your course request(s) for that session.

Session: – select – ▾

Request a Course

From the drop down select the session, click on request a course.



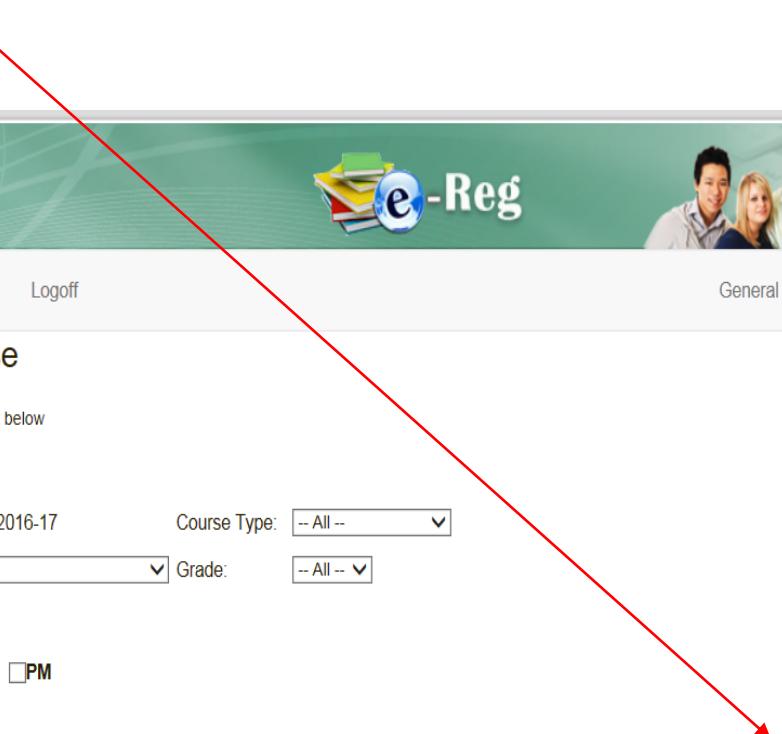
The screenshot shows the 'My Course Requests' page of the e-Reg system. At the top, there is a navigation bar with links for 'My Courses', 'My Profile', 'Logoff', 'General Help', and 'Contact Us'. The main title 'My Course Requests' is displayed. Below it, a sub-instruction says 'Select a session from the list below to **view** or **add** your course request(s) for that session.' A dropdown menu labeled '-- select --' is open, showing the option 'Summer School 2016-17' which is highlighted with a blue background. At the bottom of the page, there is a footer bar with the text 'Copyright © 2017. All Rights Reserved.'

Course Code	Course Title	School Name	Course Type	Grade	Semester	Credit	Time Offered	Meeting Days	Request Date	Request Status
OLC4O1	Ontario Secondary School Literacy C	City Adult Summer School	New Credit	12	1	1.0	All Day	M-F	02-May-2017	Removed
TXJ4E1	Exploring Hairstyling and Aesthetics	Emery Adult Summer School	New Credit	12	1	1.0	All Day	M-F	25-May-2017	Pending Approval

Select course(s) and check mark the box.

For night school students may enrol in 2 courses only. Choose one course for Mon/Wed and one for Tues/Thurs.

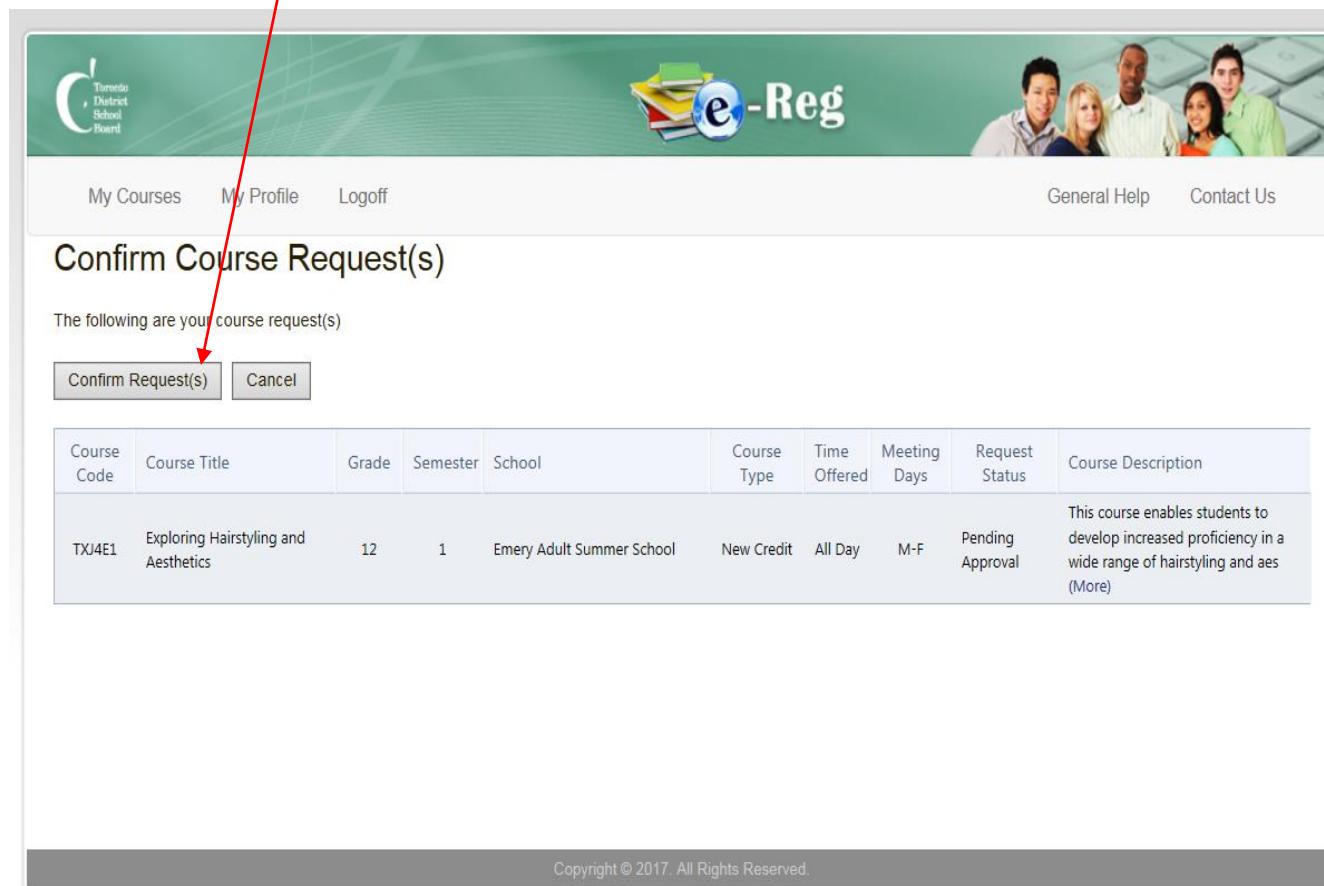
Click on submit request.



The screenshot shows the e-Reg course request interface. At the top, there is a navigation bar with links for 'My Courses', 'My Profile', 'Logoff', 'General Help', and 'Contact Us'. The main title 'Request a Course' is displayed. Below it, a message says 'Please select a course from the list below'. The 'Search Options' section includes dropdown menus for 'Session' (Summer School 2016-17), 'Course Type' (All), 'School' (All), 'Grade' (All), 'Semester' (All), 'Time Offered' (AM, All Day, PM), and 'Meeting Days' (All). At the bottom right of this section are 'Submit Request' and 'Cancel' buttons. A red arrow points from the 'Click on submit request.' text to the 'Submit Request' button. Below the search options is a table listing courses. The first course listed is ENG1P1 English, offered at City Adult Summer School with 9 credits. The second course listed is ENG2D1 English, offered at City Adult Summer School with 10 credits. The third course listed is ENG2D1 English, offered at Emery Adult Summer School with 10 credits. Each course row includes a checkbox for selecting the course.

Course Code	Course Title	School	Course Type	Grade	Time Offered	Meeting Days	Semester	Credit	Course Description
<input type="checkbox"/> ENG1P1	English	City Adult Summer School	New Credit	9	All Day	M-F	1	1.0	This course is designed to develop the key oral communication, reading, writing, and media literacy (More)
<input type="checkbox"/> ENG2D1	English	City Adult Summer School	New Credit	10	All Day	M-F	1	1.0	This course is designed to extend the range of oral communication, reading, writing, and media liter (More)
<input type="checkbox"/> ENG2D1	English	Emery Adult Summer School	New Credit	10	All Day	M-F	1	1.0	This course is designed to extend the range of oral communication, reading, writing, and media liter

Click on Confirm request(s)

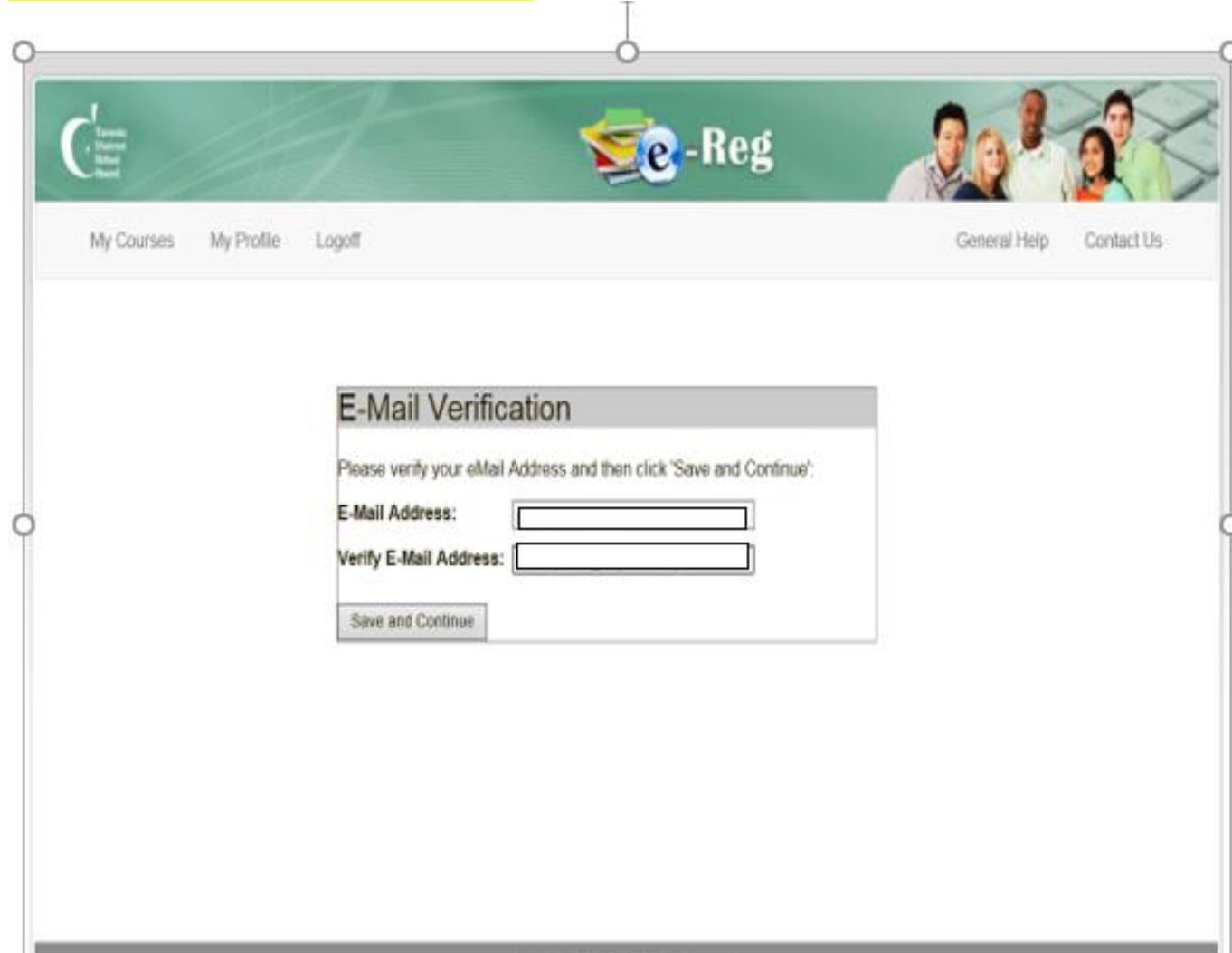


The screenshot shows a web page for course registration. At the top, there is a green header bar with the Toronto District School Board logo on the left, the 'e-Reg' logo in the center, and a group of people on the right. Below the header, there are navigation links: 'My Courses', 'My Profile', 'Logoff' on the left, and 'General Help', 'Contact Us' on the right. The main content area has a title 'Confirm Course Request(s)' and a sub-instruction 'The following are your course request(s)'. Below this, there are two buttons: 'Confirm Request(s)' and 'Cancel'. A red arrow points from the text 'Click on Confirm request(s)' to the 'Confirm Request(s)' button. The main table displays course details for a single request:

Course Code	Course Title	Grade	Semester	School	Course Type	Time Offered	Meeting Days	Request Status	Course Description
TXJ4E1	Exploring Hairstyling and Aesthetics	12	1	Emery Adult Summer School	New Credit	All Day	M-F	Pending Approval	This course enables students to develop increased proficiency in a wide range of hairstyling and aes (More)

At the bottom of the page, there is a dark grey footer bar with the text 'Copyright © 2017.. All Rights Reserved.'

Verify email address and click Save and Continue



The image shows a screenshot of a web application interface. At the top, there is a green header bar with the logo 'e-Reg' and a group of five people. Below the header, there is a navigation bar with links for 'My Courses', 'My Profile', 'Logoff', 'General Help', and 'Contact Us'. The main content area features a modal dialog box titled 'E-Mail Verification'. The dialog contains the following text: 'Please verify your eMail Address and then click 'Save and Continue''. It has two input fields: 'E-Mail Address:' and 'Verify E-Mail Address:', both with empty text boxes. At the bottom of the dialog is a 'Save and Continue' button.

E-Mail Verification

Please verify your eMail Address and then click 'Save and Continue'.

E-Mail Address:

Verify E-Mail Address:

Save and Continue

Once you completed your course request you will receive an email with further details. Please check your email/junk email box.



My Courses My Profile Logoff General Help Contact Us

My Course Requests

Select a session from the list below to **view** or **add** your course request(s) for that session.

Your course requests were successfully submitted. You will be receiving an email message soon with further details.

Session:

Course Code	Course Title	School Name	Course Type	Grade	Semester	Credit	Time Offered	Meeting Days	Request Date	Request Status
OLC4O1	Ontario Secondary School Literacy C	City Adult Summer School	New Credit	12	1	1.0	All Day	M-F	02-May-2017	Removed
TXJ4E1	Exploring Hairstyling and Aesthetics	Emery Adult Summer School	New Credit	12	1	1.0	All Day	M-F	25-May-2017	Pending Approval

Copyright © 2017. All Rights Reserved.

Please follow the steps outlined. You are not enrolled yet!

Once you have requested a course, you will receive an email (Sample below). Check your email/junk email box.

Students under 18 years of age, attached to the email sent to you is the Parent/Guardian Consent Form. Please download the attached form and have the applicable sections for the attached form signed and submit with your proof of prerequisites.

Continuing Education Course Request Submitted

ConED_eReg To [redacted]

ParentGuardian Consent Form.pdf 3 KB

Reply Reply All Forward ...

Tue 2020-10-06 9:11 AM



Thank you [redacted] for submitting a course request for **SCH3U1 Chemistry - Night School Semester 1 2020-2021**, but you're not enrolled yet!

You must provide proof that you have successfully completed the prerequisite for SCH3U1. Here's how: Log in using the Former and Non TDSB login screen; click on My Profile; scroll to Support Documents at the bottom of the page; click on Upload File; click on Browse. Find the file you wish to submit and click to select it. Click on the upload button. You can submit up to 5 files.

Important information for day school students!!

Day school students are also required to provide signed permission from the day school to enrol.

If you are under 18, you are required to provide signed permission from your parent or guardian.

Please have the applicable sections of the attached form signed and submit with your proof of prerequisite following the steps outlined above.

For more information please go to www.creditprograms.ca or email ConED_ereg@tdsb.on.ca

Night School Semester 1 2020-2021

Click on My Profile: scroll to Support Documents.

1. Click on Upload File
2. Click on "Choose File," and select the corresponding file you saved on your device.
3. Click on the upload button.
4. Click "Save Changes"

Continuing Education does not provide transcripts or credit counselling summaries. If you received your high school education outside North America, a copy of an educational assessment completed by WES or ICAS is acceptable. Acceptable documents include transcripts, report cards, credit counselling summaries or a mid-term report. **We do not accept Blueprint, Provincial Report Card or Completion of Requirements for Graduation it does not show the prerequisite.**

If you are under 18, please upload your signed Parent/Guardian Consent Form.

1

2

3

4

Support Documents

Upload File: No file chosen

Note: Existing file with the Same name will be overwritten. Maximum 1 files are allowed.

File Name	Upload Date	Reviewed	Reviewed Date
<input type="checkbox"/> Learnmaria.docx	25-Jan-2018		

1 Page size: 10

1 items in 1 pages

Once your course request has been reviewed and approved, you will receive an email as per below.

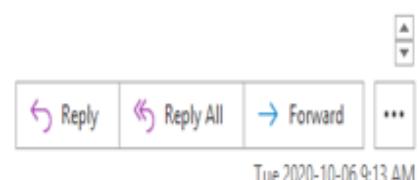
Prior to the credit program start date, additional information will be provided to you via email.

Course Request Approved



ConED_eReg

To [REDACTED]



Hi [REDACTED]
)

Congratulations! You have been enrolled in the online Continuing Education credit course Physics/SPH3U1-2

Please visit our website at www.creditprograms.ca for details regarding key dates and times.