How do I register for safety training?

Safety training offered by Environmental Health & Safety is FREE for the McGill Community. Registration is mandatory. To register for safety training, follow these simple steps:

**To register**
1. Go to www.mcgill.ca/ehs/training/
2. Select the safety course you are interested in taking
3. Select **Register On-Line**
4. **Sign In** (upper left corner of the website)
   - You will be prompted to enter your McGill ID and Minerva PIN. To obtain or confirm your ID and PIN, contact the IST Help Desk at 398-3398 or customersupport.ist@mcgill.ca.
5. Select the session (date) that you wish to attend
6. Select **Register** beside your preferred course date
7. Next to the **Registrant** heading, Click on the **Find** button. A new window will open.
9. Enter your last name and Click on the **Find** button.
10. Click on **Add** next to your name.
   - A list of possible matches will appear, including your name. No FOAPAL Number is required.
11. In order to receive a confirmation, Select **Yes** for **Send Emails**?
   - An automated confirmation e-mail will be sent. Students should note that the e-mail will be sent to their @mail.mcgill.ca e-mail address.
12. Click the **Submit** button to complete the registration.
   - Please take note of the cancellation policy before registering.

**To cancel your registration**
1. Follow **To Register** Steps 1 through 4
2. Select **Registration** from the left sidebar menu
3. Select **Click to cancel** beside the course you wish to cancel

**To view the status of your current and previous registration**
1. Follow **To Register** Steps 1 through 4
2. Select **Registration** from the left sidebar menu

Questions? Problems? Contact Environmental Health & Safety

[ehs@mcgill.ca](mailto:ehs@mcgill.ca)