Registration and Logging into Athena

1. Go to www.mcgill.ca/mcll and click on the + sign next to the lecture/study group you wish to take or learn more about. Click on Learn more to access the registration page.

2. Click + sign to expand.
3. Click **Add to Cart**. Click **Close** if you wish to select more lectures and repeat step 2 for each by clicking back button on your browser. Click **Checkout** when all your choices have been made.

a) If you haven’t been registered for the Spring session select **I am a new user**

b) If you registered and paid online select **I have Athena credentials** and enter your username and password

c) If you were registered by the administrator in the Spring and paid by cheque select **Forgot Username** and then **Forgot Password** (detailed steps explained below)

Chose **I have Athena credentials** option and retrieve your username by selecting **Forgot User Name**. You will be prompted to enter your **personal e-mail** and your username will be sent to that email address. Then you need to return to Athena Login page and request your password by selecting **Forgot Password** option. You will be prompted to enter your username and the new password will be sent to your email. Once both are retrieved you can log into your profile and change the username and password.