McGill | Faculty of Medicine and Health Sciences | Continuing Professional Development

CPD MedUpdates

REGISTRATION GUIDE

Register for McGill CPD MedUpdates.

All of our sessions will be available on demand as online accredited learning modules. Watch for full credit at your convenience.

STEP 1: Select Courses

Select the courses you wish to register for:

- Full 2024–2025 series
- Three-hour session bundle

Once your selection is made, click **"Add to Cart"** and then **"Continue"**.

STEP 2: Select Discount

Select the discount that applies to you based on your registration type by clicking the **"Apply a discount"** button and selecting the appropriate one from the drop-down list. If none of the options apply to you, simply skip this step.

If you are registering for a bundle, select the **"Enrollment Option"** that matches your category (as mentioned below).

Example: If you selected *"Physician – Early Bird"*, please ensure you've selected *"Physician"* in the list of options for each bundled course.

STEP 3: Review Order

Review your order and click the **"Checkout"** button if you have completed your selection and are ready to proceed to payment.

STEP 4: Create your Account

The system will prompt you to create your own account. If you have registered for one of our courses before, you can log in to your existing account under the **"I have Athena Credentials"** tab. If you do not have an Athena account, create an account under the **"I Am a New User"** tab.

You can consult the "How to create an Athena student account" guide for help in creating a new account and setting your password.

Once you have created your account click **"Continue Checkout"**.

Note: You will have to complete an application process to provide your McGill ID, McGill email address or physician license number depending on the registration category you selected.

STEP 5: Review Account Information and Cart

Review your cart and complete the questionnaire at the bottom of the page. Once this is done, check the **"Policy Confirmation"** box, then click "**Continue Checkout"**.

STEP 6: Payment

Enter your credit card information and click **"Process Transaction".**

Note: Your receipt will be automatically sent to you by email. A copy of your receipt can be found within your Athena Student Portal by clicking on **"My Account History"**.

Learning Management System (LMS)

Accessing McGill CPD MedUpdates Courses

To access the courses for which you are registered, please go to the “Access LMS” tab in your Athena Student Portal. More information will be communicated to you by email before each event date.

Need Help?

If you require assistance with the registration process or have any other questions, please contact the Office for Continuing Professional Development (CPD) of the Faculty of Medicine and Health Sciences of McGill University.

Contact information:

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