



## Registration Instructions for the LearningHUB

1. Go to [www.learninghub.ca](http://www.learninghub.ca)
2. Click on **#2 – Get Registered**.
3. Fill out the NEW LEARNER Registration form – Page 1 with your personal information. Remember to complete all sections marked with a red (\*).

**NEW LEARNER Registration Form - Page 1**

Please complete this form to register for the LearningHUB. If you haven't heard from us in 3 business days please email [info.learninghub@gmail.com](mailto:info.learninghub@gmail.com).

Attention Practitioners! In order to keep our stats accurate, we encourage you to visit [www.learninghub.ca](http://www.learninghub.ca) for more information about our online program. Please do not register as a learner using this form. We look forward to hearing from you!

**About You (complete all sections with an \*)**

\* Have you registered with the LearningHUB before?  Yes  No

\* First Name

\* Last Name

\* Address

4. Click **Next**.
5. Review and follow steps 1, 2, and 3 to add your courses.

*\*Note - You can add up to **5 Live Classes** (Centra) and a combination of **3 Independent Study/ Short Courses** (Plato/LearnScape/Moodle) at one time. (More classes can be added once you have attended some of your classes.*

Step 1 - Click on one of the three learning options in the blue box below to browse courses for selection.

- Independent Study (Plato LearnScope - 24 hours a day, 7 days a week)
- Live Classes (Centra - scheduled for a specific date/time)
- Short Courses (Moodle - scheduled with specific start and end dates)

Step 2 - Click on **Add Course** to add a course to your registration.

Step 3 - Scroll down to the bottom of the page and click **Submit** to complete your registration.

**Currently Selected Courses:**

- None Selected

**NEW LEARNER Registration Form - Page 2**

Learning & Writing	Math	CP-11 Prep	Essential Skills	View All Courses
Independent Study Live Classes Short Course	Independent Study Live Classes Short Course	Independent Study Live Classes Short Course	Independent Study Live Classes Short Course	Independent Study Live Classes Short Course

**Reading & Writing – Live Classes**

<b>Spelling Made Simple 2</b> LBS LEVEL 1 <b>+ Add Course</b>	This beginner course gives you more spelling basics.	Thursday, Oct 21 1-3pm CENTRA
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6. Your list of courses will be displayed below the “Currently Selected Courses” heading.

**Currently Selected Courses:**  
Selected 1 of 5 Live Courses and 2 of 3 Independent or Short Courses.

- Spelling Made Simple 2 Thursday, Oct 21 1-3pm
- Reading & Writing - Independent Study Pathway
- Becoming a Better Speller Monday, Nov 1 9am-11pm

**NEW LEARNER Registration Form - Page 2**

<a href="#">Reading &amp; Writing</a>	<a href="#">Math</a> Independent Study	<a href="#">GED Prep</a> Independent Study	<a href="#">Essential Skills</a>	<a href="#">View All Courses</a>
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7. Once you have added all your courses, scroll down to the bottom of the page and click **Submit**.

8. A confirmation message will appear so you know that your registration has been received.

Your registration for the LearningHUB has been received. A practitioner will be in contact with you shortly with instructions on how to get started.

**Currently Selected Courses:**

- Reading & Writing - Independent Study Pathway
- Spelling Made Simple 2 Thursday, Oct 21 1-3pm
- Becoming a Better Speller Monday, Nov 1 9am-11pm

[login](#)

[help](#)

[contact us](#)

9. Your login information and/or intake assessment will be sent to your personal email account within 3 business days. Remember to check your email account for instructions on how to proceed with your courses. (You may need to check your junk or spam folder and add LearningHUB email accounts to your ‘safe’ list).

10. Click on the **Contact Us** button to send the LearningHUB a message if you have any questions about your registration. *Remember to leave your name and email address so the LearningHUB can reply to you.*