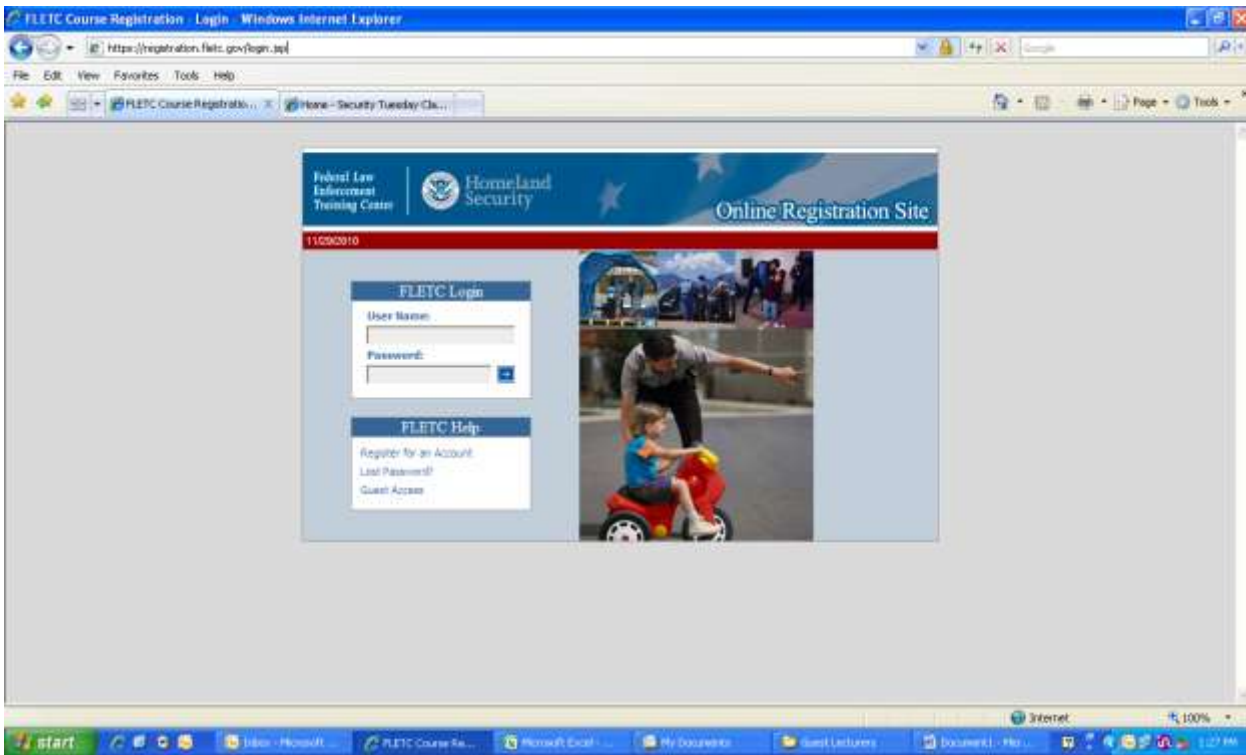


Steps to Register

Step 1: Go to <https://registration.fletc.gov/login.jsp>



Step 2: Click on "Register for an Account" in the FLETC Help box

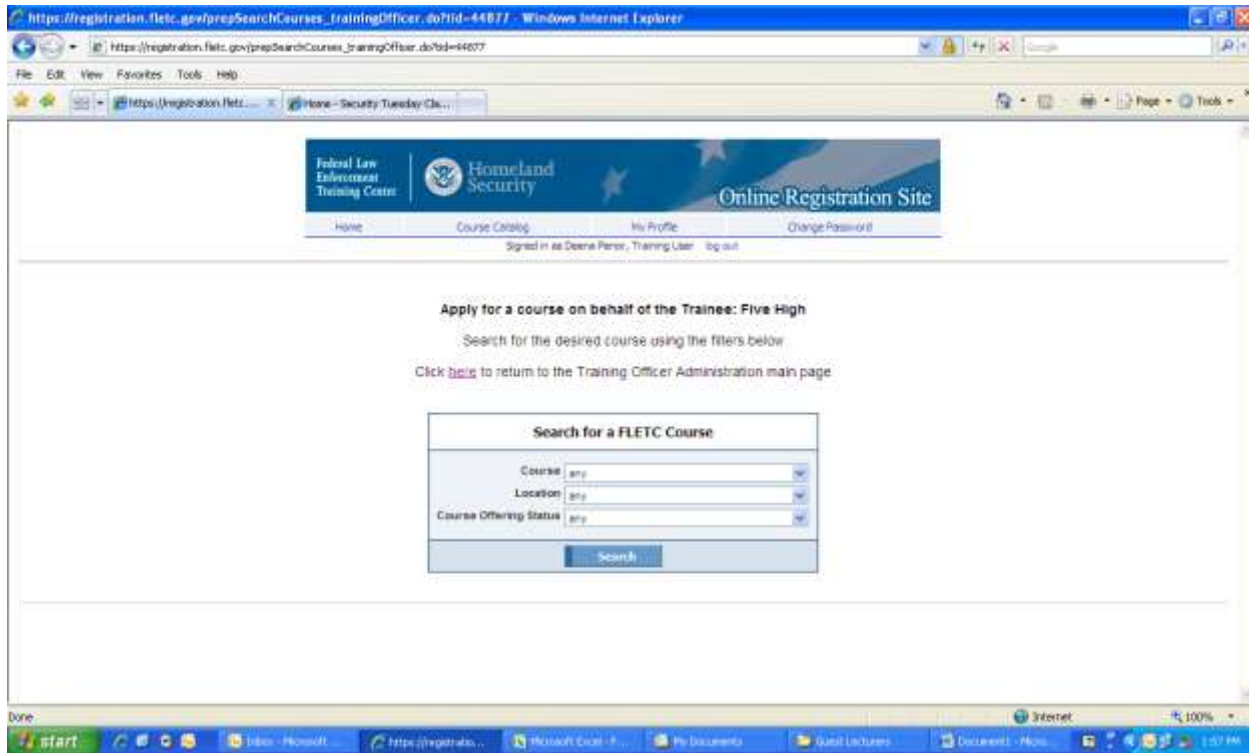
Step 3: Create your own unique user ID and password.

Step 4: Enter all required user information. Select "Basic User" as User Type and click "Register". The system will send an auto-generated email notice to the registered email address.



Step 5: Under Basic User Functions, click “View/Register for Courses”.

Step 6: Select the Course and Location of the desired program (sometimes it is best to just select the location and then you can see all courses at that location).



Step 7: A list of possible course(s) will populate on the next screen depending on how much you narrow your selection. Click on “apply” that corresponds with the desired program.



An auto-generated email will be sent to the email address you inputted that you are registered for the class and all future correspondence will be done through email.