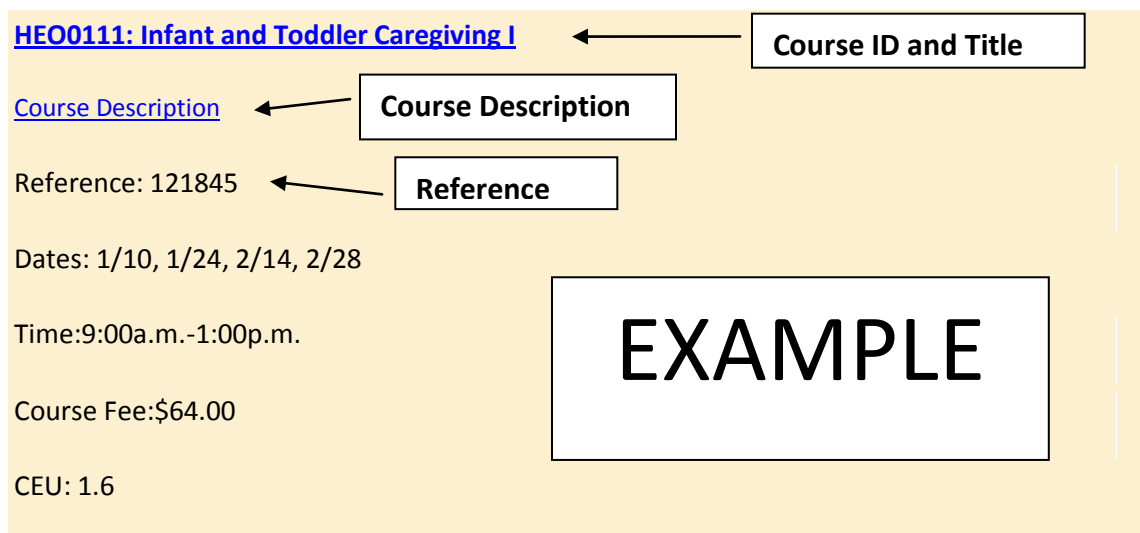


Steps for registering online:

1. Click on **Training Information and Registration** on the left hand side.
2. Click on one of the following tracks that interest you:
 - Infant Toddler Track**
 - Preschool Track**
 - Leadership/Management Director Track**
 - Trainer Approval Track**
3. Once you have clicked on a training track you will see the description of the track. Scroll down; you will see a list of the classes that are available this semester. (See below for example). Click on the **Course Title** and it will lead you to the process of registering. If you would like to know more about the course click on **Course Description**.
4. Please make sure to write down the **Course ID** and **Reference** before clicking on the **Course Title** to register. *If the class does not show up in the search engine the class is **FULL**.*
5. Once you have registered for the class, if you are *SEEK eligible*, submit SEEK application. **SEEK application must be received no later than 10 days prior to start date of course (this deadline applies only for PBCC non-credit courses).**



[HEO0111: Infant and Toddler Caregiving I](#) ← **Course ID and Title**

[Course Description](#) ← **Course Description**

Reference: 121845 ← **Reference**

Dates: 1/10, 1/24, 2/14, 2/28

Time: 9:00a.m.-1:00p.m.

Course Fee: \$64.00

CEU: 1.6

EXAMPLE