1. Log into your My Learning Plan (http://www.mylearningplan.com/login.asp) account by entering your email address & password

   - If you forgot your email address, click on “I forgot my username/email”
   - If you forgot your password, click on “I forgot my password”

2. Click on “Log In”

3. Under Activity Title, click on the title of the workshop

4. Scroll down to “Actions” and click on “Print Enrollment Form”

5. Under Print Enrollment Form, click on “Click here to view/print the Enrollment Form(s)”