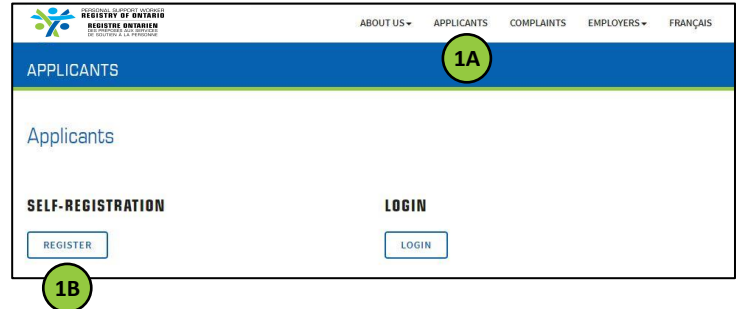




STEP 1

Open your Internet browser and visit www.psw-on.ca.

Within the “**Applicants**” (1A) tab, click the “**REGISTER**” (1B) button.



STEP 2

You will be redirected to a **registration page (2A)**. Complete the empty fields with your information.

Click the “**I’m not a robot**” (2B) checkbox and wait for a green check mark (✓) to appear.

Once the green check mark is visible, click the “**REGISTER**” (2C) button.



A pop-up with instructions may appear before the green check mark can appear. Follow instructions to move on to the next step.

STEP 3

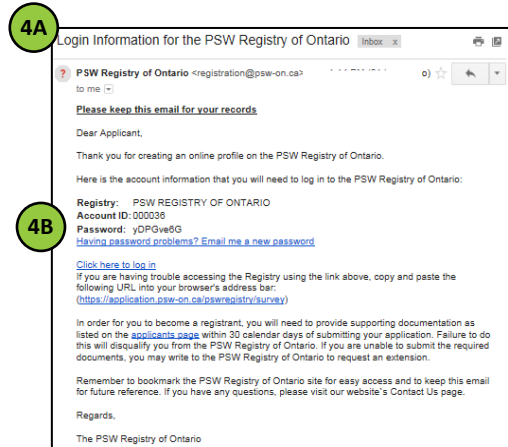
Once you have successfully self-registered for an account, you will be redirected to a **confirmation page (3A)**.

Click the “**OK**” (3B) button, which will redirect you to the login page.



STEP 4

You will receive an **email (4A)** with your Account ID and temporary password **(4B)**.



STEP 5

You will be redirected to the **login page (5A)**.

Enter your Account ID and temporary password from the email you received and click the **“LOGIN” (5B)** button.



The provided default password is case sensitive.

STEP 6

You will be redirected to a **change password page (6A)**.

Enter a new password, then click on the **“CHANGE” (6B)** button.

You are now logged in!



Your password must contain the following:

- At least 8 characters
- Both lower and upper case
- Digits and/or symbols