Individuals Register Tip Sheet

1. Go to HazComOnlineTraining.org
2. Go to “Quick Set-Up Process” section at the bottom of the page
3. In Step 2 – Individuals Register – click on “Create a Profile” button

**Complete Information Section**
- Verify that your employer has signed up, if needed
- Complete all required fields
- Click “Submit”

**Confirm Information**
- Edit information as necessary
- Click “Confirm” button to submit

**Receive Sign-In Information**
- Member ID and Password information are generated.
- You are now signed in
- Click “Go To Training” to get started