How To Register for Classroom Training in EHS Assist

1. Click [this link](https://ehsawebprod.emory.edu/ehsa/login?showtrainingregistration=yes) to access classroom registration directly. The full link can also be used:

2. Log into Emory Single Sign on with your credentials.

3. Review the courses you have been assigned.

[Network ID and Password login screen]

[Wizard-style display of training sessions with dates, start times, end times, and locations]
Select the training session you want to attend and click Register.

Note: Most classes can be taken online through EHS Assist. Asbestos Awareness is only offered in-person.

- To see a list of online courses, click here.
- To access the online courses, click this link.
- View the “How to – Access Online Courses in EHS Assist” job aid by clicking here.

Confirm registration by clicking the Confirm button.

The system will confirm the Registration is complete. Click OK.
You will receive an email confirming your registration. The email will also include a calendar invite.

**Registration Confirmation**

- From: ehso@emory.edu
- To: Aldrich, Mary Katherine
- Date: Tuesday, November 7, 2023
- Time: 8:00 PM
- Location: CS Training Room

**Course: EHS Training for Building and Residential Staff (240020)**

**Name: Aldrich, Mary**

**If you need to cancel or reschedule your training, return to the Classroom Training portal, and click “Un-Register.”**

For questions or feedback, email etrain@emory.edu.