

## Step 1

Go to this link.

<https://recreation.utoronto.ca/Account/Register>

## Step 2

Use your UTORID to login.

A dark blue rectangular button with a small globe icon on the left and the text "UTORID" in white capital letters in the center.

← This is for Students and Staff Only

Use a local account to login

A login form with two input fields: "Username" and "Password". Below the fields is a dark grey button with the text "LOG IN" in white capital letters.

Sign Up if you don't have a local account.  
Click Here if you're having trouble signing in.

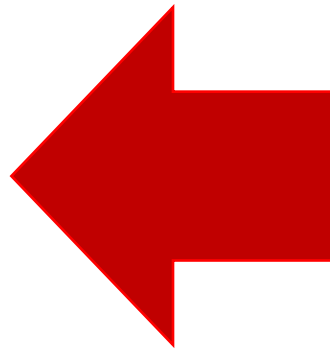
← This is for the General Public and Community Members

## Step 3

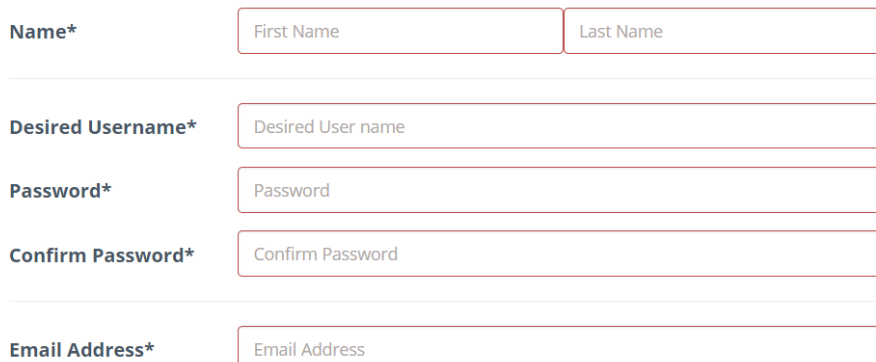
You will arrive at this page

Create a new user account

- First Name is required
- Last Name is required
- Desired User name is required
- Password\* is required
- Confirm Password is required
- Email Address is required
- Month is required
- Day is required
- Year is required
- Gender is required
- Home number is required
- Please enter a valid date of birth.



The information in RED **MUST** be filled out completely in order to continue.

A registration form with several fields. The "Name\*" field is split into "First Name" and "Last Name". Other fields include "Desired Username\*", "Password\*", "Confirm Password\*", and "Email Address\*". The fields for "First Name", "Last Name", "Password\*", and "Confirm Password\*" have red borders, indicating they are required.

### Password Requirements

- Must be at least 10 characters long
- Must contain a number
- Must contain a lower case letter
- Must contain an upper case letter
- Must contain a non-alphanumeric character
- Must not contain username

Please note the Password Requirements.

**Member  
Information**

Date of Birth

Gender

**Phone Numbers**

Home\*

Work

Mobile

**Address**

Line 1

Line 2

City

Province/State

Country

Postal/Zip Code

Terms of Use\*

I have Read and Accepted the Terms of Use



Email Opt-In

I wish to be contacted for news and promotional offers

**You must have this  
box selected.**

**REGISTER**



**Once complete click Register.**

## Step 4

# Your account was created successfully

Step 1: Activate Your Account

Before you can use your account it **must be activated**.  
Instructions on how to activate your account have been emailed to you.  
Please **check your email** and follow the instructions to activate your account.

**Note:**

- Email delivery can be delayed by several minutes
- Check your junk or spam folder or filter if you do not receive this email

Step 2: Sign In

Once you've successfully activated your account you will be able to sign in and begin using your account.

LOG IN

Log into the email address  
you used during  
registration.

## Step 5

### Step 1: Activate Your Account

To activate your account and verify your e-mail address, please click on the following link:

<https://recreation.utoronto.ca/Account/ActivateAccount?id=2b6ca25c-8405-4b59-a5cf-1421155d35fe>

Note that your account must be activated within 7 days.

If you have received this mail in error, you do not need to take any action to cancel the account. The account will not be activated, and you will not receive any further emails.

You will need to  
copy and paste this  
link into a web  
browser.

## Step 6

Activate Account

# Congratulations

Your account is now active and ready to use.

SIGN IN NOW

You can now sign in to your account.