Update your profile

1. Login to your account at: https://training.agendaforchildren.org/checkoutsigin.cfm
2. From the left-hand pane, click on [My Account] then Edit Profile/Password.

3. Check to make sure that we have your most current information and update any missing information. Be sure to include your employer information!

- **Membership Type**: This is where it will list whether you work for a Class A center, family child care program, Class B center or school. If the information here is incorrect, email trainings@agendaforchildren.org with your corrected information. This will affect the prices you may pay for Foundational Classes (and your ability to attend certain classes), so it’s very important that your membership is accurate!

- **To change your User Name**: scroll down to the bottom of the page and enter the user name you would prefer to use. We suggest using your email because you may be more likely to remember it! Hit **Submit** when you are done.

- **To change your Password**: Enter the password you would like to use. Passwords can contain letters, numbers, and !@. characters only. No spaces. Then enter the same exact password in the Confirm Password field. Hit **Submit** when you are done.