How do Continuing Ed students log into Canvas?

Tell Me

When student accounts are created in Canvas, the Continuing Education student will receive an email with the subject: **Finish Registration: Canvas**

1. Upon receiving the Canvas Account Registration email
   a. Open the email
   b. In the email message, click the **Click here to finish the registration process** link

   ![Email with registration link](image1)

   c. The **Welcome Aboard Canvas** window is displayed
   d. Your Continuing Ed user name is displayed in the **Login** text box
   e. Type the password you want to use with Canvas

   ![Welcome Aboard Canvas](image2)

   **NOTE!**
   You can create a new password OR you can use the password you use to log into the Continuing Ed site

   ![Password entry](image3)

   f. Click **Register**. You are logged into Canvas

2. If you forgot your password OR did not receive the account registration email
   a. **Log into Canvas**
b. Click the **Forgot Password** link. The Request Password page is displayed

![Request Password Page](image)

c. In the **Email address** text box, type the email address associated with your Canvas account

![Email Address Warning](image)

**Warning!**

Do NOT use a uncc.edu email address. You need to use the email address associated with your Continuing Education account.

d. Click **Request Password**. You will receive an email with the subject: **Forgot Password: Canvas**

![Email Request](image)

e. Access your email account and open the forgot password message from Canvas

f. In the message, click the **Click here to set a new password** link. The **Change Login Password** window is displayed

![Change Login Password](image)

g. In the **New Password** text box, type a new password of your choice

h. In the **Confirm New Password** text box, type the password you entered in step g
i. Click **Update Password**. The **Canvas login page** is displayed

![Canvas login page](image)

j. Type your user name and the password you created into the appropriate text boxes and click **Log In**

![Canvas login page](image)

3. Access **Your Courses**
   a. In the left navigation, click the **Courses** icon

![Courses icon](image)

   b. The All Courses list is displayed. All courses that you are enrolled in are listed here

   c. To place a course on the Dashboard, click the **star icon** to the left of the course name

![Course on Dashboard](image)
The course will now be displayed as a block on the Dashboard.

Related FAQs

- What external tools are available for Canvas?
- How often are course enrollments updated in Canvas from Banner?
- How do I students log into Canvas and access their courses?
- How do I create a Development, Project, Quality Matters, or Training course?
- How do I link library resources in my Canvas course?