

Register for a LEED® Workshop

1. Go to <http://www.usgbc.org/workshops/register>.
2. You may now click on the search function in order to pull up the full list of workshops or you may search by filling out one of the fields.
3. View the list and click on any of the workshop titles for full details and then click “Register” once you have selected a workshop.
4. Log in with your email address and password.
5. If you have not created a site user account, please do the following:
 - a. Click on “New to USGBC? Register now.”
 - b. Enter your contact information.

If your company is a member of USGBC National, please make sure to enter your organization’s USGBC Corporate ID in the appropriate field to ensure access to the ‘member only’ online resources and receive discounted prices for items purchased through our website.
 - c. Click ‘Submit Your Registration.’ You will see a notice that you are about to be connected to a non-secure site. Click “Yes” to continue, you will not be entering any secure information at the next stage.
6. You will see “Register for a workshop” at the top of the page. Confirm this is the workshop you wish to attend. Scroll down and verify the pricing. Here you may also purchase the workshop’s corresponding Reference Guide. Enter your payment information and select “Submit Order.”
7. After you have entered your information, a message such as will display “Thank you for registering for LEED-NC Technical Review” to let you know that you have successfully registered for this workshop.
8. After attending this workshop, each attendee will be granted online access to certain USGBC resources including the LEED Reference Guide and CIRs. You will use this online account to access this information.

Thanks and enjoy the workshop!