

Mandatory Continuing Professional Development Training

STEPS TO REGISTER FOR MCPD TRAINING PROGRAMMES

- 1. Visit the ICAN website and click on the registration link <u>www.icanportal.org/members/eventregistrations</u>
- 2. Click on "to register for an event click here"
- 3. A page will be displayed showing "**Event Registration**" Supply the necessary information and select your preferred training programmes. At the bottom the total cost of programmes selected would be displayed.
- 4. Click on " **Proceed to payment**"
- 5. Click on **"Pay via"** either **Paystack** or **webpay** will be displayed
- 6. After the payment has been successful, the page will be routed to "click here to email the link"
- 7. Having problems generating the join in link, kindly go back to the registration portal, insert your email on the email column, enter your registration code sent to your email and click on search

For further enquiries kindly call 08038072508, 07062647164, 08033593376