

## How to create a new account on the NYSDOH Learning Management System (LMS): Click on [www.nylearnsph.com](http://www.nylearnsph.com)

If you are new to the system then click "New to the System" and complete registration form.



- Choose **your own** username and password
- Fill in all required fields, denoted with an asterisk (\*)
- Please include your **organization's name** in the first line of your work address
- Birth year, while not required, is requested to help identify duplicate records
- Please include your Agency Information
- Click "**Submit Your Registration**"

If you forgot your Username and Password use the "Forgot Username or Password" function on the top of Home Page.

