My Learning Plan Login and Registration

1. Log in with your email address and password = nvcsreg



1. Click on BT BOCES Catalog



1. Use the search box to find your course.



1. Select your course and click the Enroll button at the bottom of the page.



1. Fill in any necessary information and submit your enrollment.



1. Return to the home screen and you should see your course under “Pending”



1. Select your course, and scroll to the bottom where you will see 5 buttons. Select

“Print Enrollment Form”



1. View and print the Enrollment Form.



1. You should have a form that looks like this. Submit the form to the Principal, then send the form to the District Office for District Approval and BOCES Registration.



1. After the Superintendent approves the request, I’ll fax it to BOCES, and send you a copy.