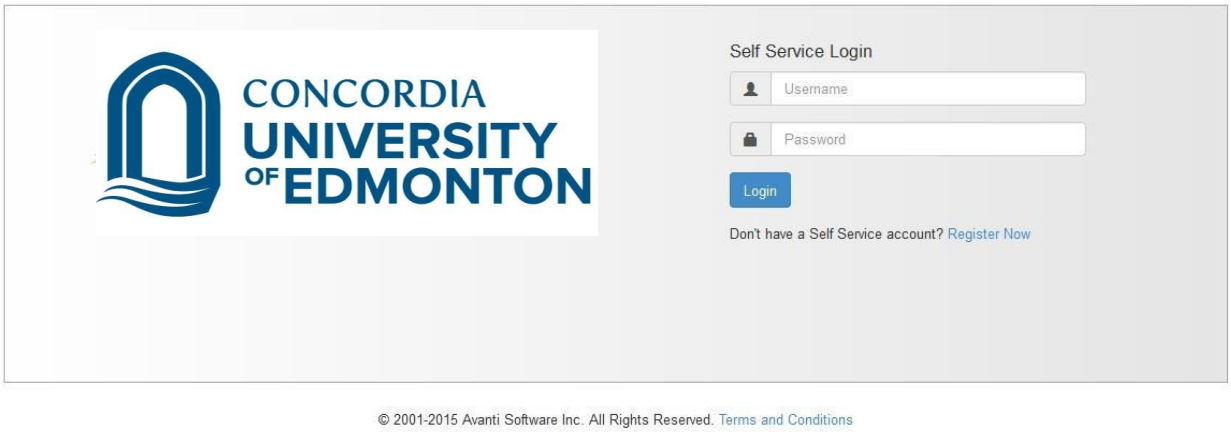
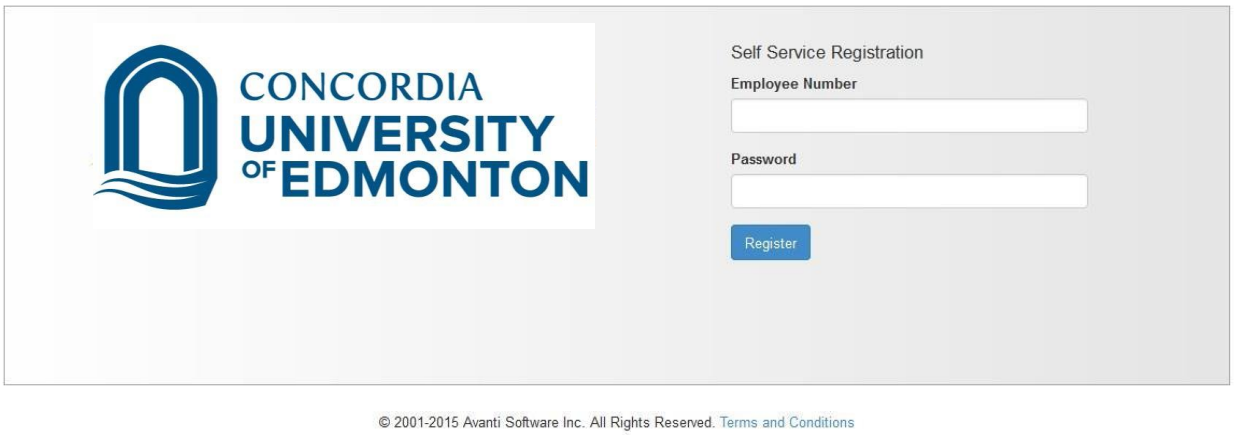
Self-Registration

1. From your preferred browser, go to https://myavanti.ca/concordia



2. Click on **Register Now**.



3. Type-in your Concordia payroll number (Please refer to your welcome e-mail for this number)
4. Type-in your initial password, set as, **ddmm###**

   where: **dd** is the day of the month of your birth

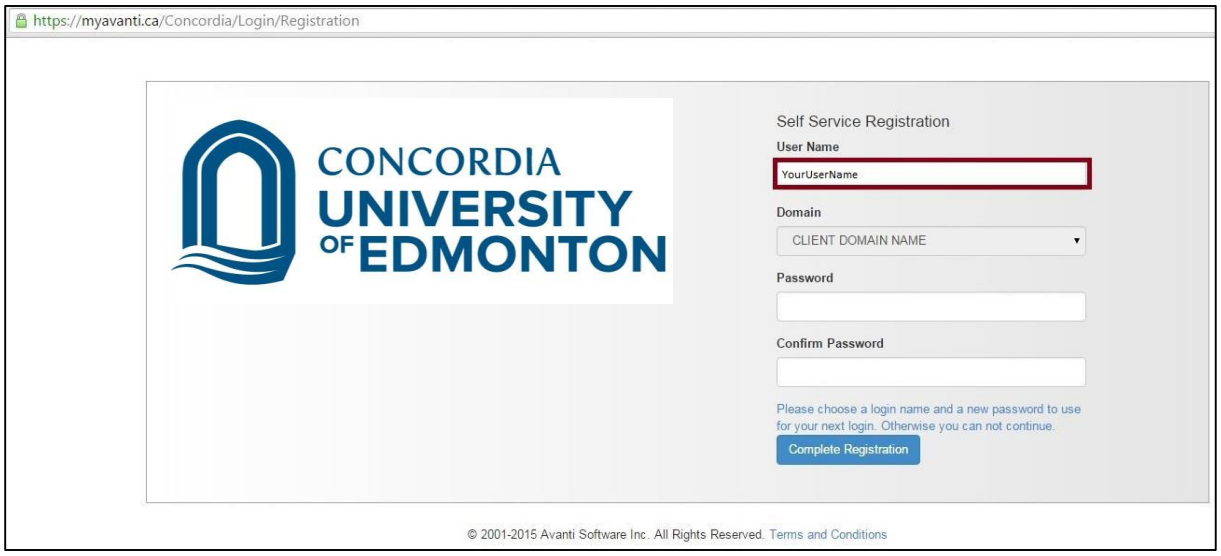
   mm is the two-digit representation of the month of your birth

   ### is the last three digits of your SIN
5. Click on **Register**.

6. Upon successful verification from Avanti, your next screen should display your username at the top of the form.

   Keep the domain name as it is displayed on the form.

   At the bottom of the form, you will need to set up and confirm your password for the system. Passwords need to be a **minimum of 7 characters long, with at least one capital letter, one small letter, and one number**.



*** Please take note of your username at the top of the form. ***

Click on **Complete Registration**.