1. Go to **ToyotaCertification.com** or **LexusCertification.com** and login.
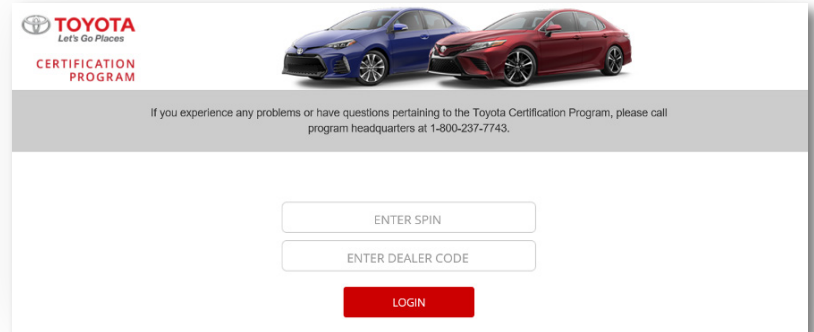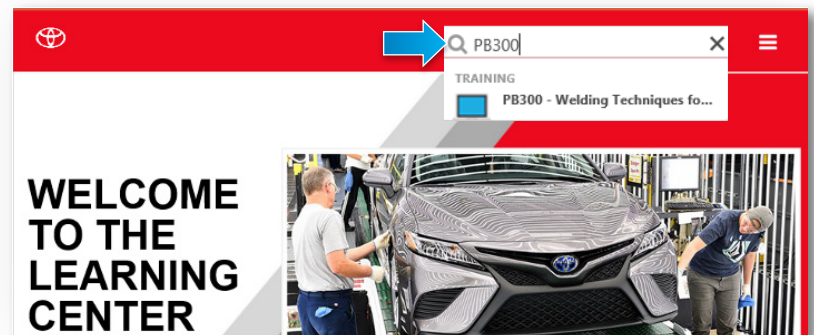

2. Click on "Learning Center".
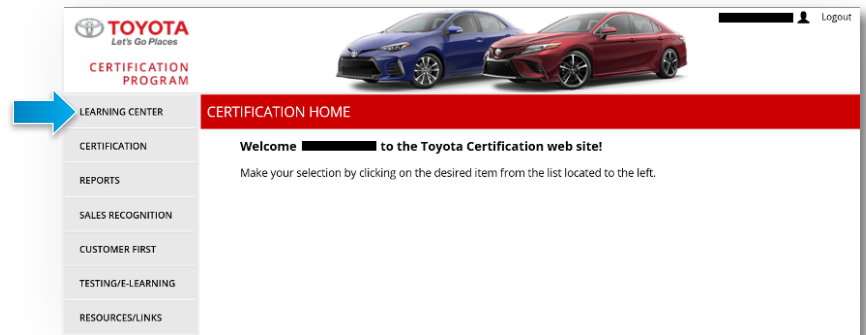
3. Click on the Magnifying Glass.

4. Type in the Class (Online or Instructor Led) you are interested in registering for and hit "Enter" or Click on the Class as it appears below the search bar.
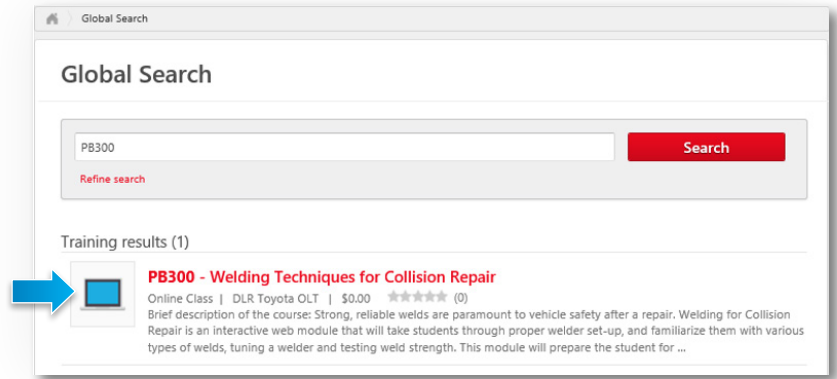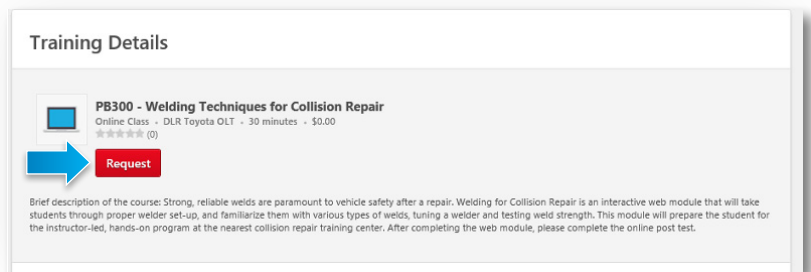

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ONLINE CLASS:

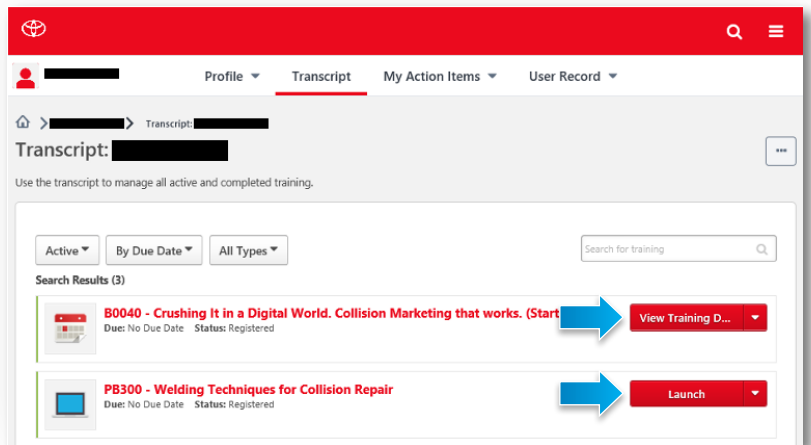1. **SEARCH RESULTS:** Click on the Class.

2. **TRAINING DETAILS:** Click "Request".

3. **USER TRANSCRIPT:** Click "Launch" to begin Online class.

   NOTE: Transcript shows all classes that User has requested.

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INTRUCTOR LED CLASS:

1. **SEARCH RESULTS:** Click on the Class.

2. **TRAINING DETAILS:** Click "Request" for the specific Class offering (date and location) that you would like to register for.

3. **USER TRANSCRIPT:** You are now Registered for this Class.

   Click "Training Details" to view information related to the Instructor led Class.

   NOTE: Transcript shows all classes that User has requested.

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