Instructions for Logging into APEGS Central

For Certificate of Authorization (C of A) Official Representatives

Follow the steps below to access the C of A account. The Official Representative must have already paid for membership and licence fees in full as an individual before paying the C of A fee.

of Saskatche		APPLY FOR MEMBERSHIP LOGII	со	EP 1: Click "Login" in the top right or a second se		
nbers -	Public+	Search Q				
Interna-	Quic	k Links				
	User ID is 5-digit	APEGS ID	<u> </u>	<u>STEP 2</u> : Enter user ID and password.		
	User ID is 5-digit APEGS ID			User ID is your 5-digit registration		
	Password			Imber <u>as an individual</u> . Use a eceding zero if it is a 4-digit number.		
	Password					
				To reset your password, click "Forgot your password?" If you have trouble, check your spam filter before contacting APEGS. You may have to use your home email address rather than your business one to receive emails from APEGS.		
Remember Me? Sign in Forgot your password?						
 Home Shortcuts My Profile Contact Information 				STEP 3 : Click "My Profile" at the left of the page.		
	Invoices					
	CPD					
Official F	Official Rep - C of A			STEP 4: Scroll down to the		
Certificate of Authorization				"Official Rep – C of A" box and select "Pay Now" to be guided through all the screens you		
How to make changes to a Certificate of Authorization (C of A)						
Any one of the Official Reps for a Certificates of Authorization (C of A) has the authority to update any information regarding the C of A. Official Reps access C of A information through "My Profile" in their personal APEGS Central account.				need to see to renew and		
						If any of the Official Reps for the company changes, notify APEGS immediately
Click on the name of the company (C of A) below to see all data pertaining to it. Multiple company names will be listed if you are an Official Rep for more than the company:						Note: If updating your address, ensure to leave Address Line 1
Company Name						
	ed company he shown here.	Pay Now		as the main contact person's name and do not adjust the address types.		