How do Continuing Ed students log into Canvas?

Tell Me

When student accounts are created in Canvas, the School of Professional Studies/Continuing Education student will receive an email with the subject: Finish Registration: Canvas

1. Upon receiving the Canvas Account Registration email
   a. Open the email
   b. In the email message, click the **Click here to finish the registration process** link

   ![Canvas Account Registration Email]

   c. The Welcome Aboard Canvas window is displayed
   d. Your Continuing Ed user name is displayed in the **Login** text box
   e. Type the password you want to use with Canvas

   ![Welcome Aboard Canvas]

   NOTE!
   You can create a new password OR you can use the password you use to log into the Continuing Ed site

   f. Click **Register**. You are logged into Canvas

   ![Canvas Login]

2. If you forgot your password OR did not receive the account registration email
   a. **Log into Canvas**
b. Click the **Forgot Password** link

![Login form](image)

**Forgot Password?**  
**Log in**

User Research  Help  Privacy policy  Terms of service  Facebook  Twitter

BY INSTRUCTURE

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**The School of Professional Studies Forgot Password page is displayed**

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**School of Professional Studies**

If you have forgotten your password or need your password reset, please contact your SPS Program Manager.

You can also call 704-687-5500 to request a password reset.

*Thank you*

Back to Login  
Request Password

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**Instructure**

Meet the Instructure Learning Platforms:

Canvas LMS  Modern Connect  Data and Analytics

Canvas Credentials

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d. You can request a password reset in the following ways:

i. Contact your SPS Program Manager

ii. Call the IT Service Desk at 704-687-5500 to open a help ticket. Please give the technician your user name and course you are enrolled in

iii. Submit via online portal at help.charlotte.edu and include your user name and course you are enrolled in

e. A Canvas technician will contact you about resetting your password
3. Once your password is reset, access the Canvas login page. Type your user name and password into the appropriate text boxes and click Log In.

4. Access Your Courses
   a. In the left navigation, click the Courses icon.
   b. The All Courses list is displayed. All courses that you are enrolled in are listed here.
   c. To place a course on the Dashboard, click the star icon to the left of the course name.
   d. The course will now be displayed as a block on the Dashboard.

Related FAQs

- How do I Import Term Specific Templates into Canvas?
- How can faculty download my video from My Media in Canvas?
- How do I create a cross-listed, or combined course, in Canvas?
- How do School of Professional Studies, Professional Development, or Corporate and Custom Training students log into Canvas with a temporary password?
- How can I tell if my videos were migrated from Kaltura to Canvas Studio?