

Class Registration Instructions

- At the top of the Regional MLS training page, click on view, register for, and/or cancel an upcoming class
- Enter your MLS login id and your IMS password. This is the password you selected when you joined the Regional MLS. It is case sensitive.
- Select classes by subject or upcoming classes
- Select the class you wish to attend
- Click on register for this class
- Confirm your email address, as this is where your confirmation will be sent
- Check the box that indicates you accept the no show fee terms
- Click on Add to Cart
- Click on Register Now
- Click on Print the Receipt

Class Cancellation Instructions

- At the top of the Regional MLS training page, click on view, register for, and/or cancel an upcoming class
- Enter your MLS login id and your IMS password. This is the password you selected when you joined the Regional MLS. It is case sensitive.
- Click on upcoming classes
- Click on the class name you would like to cancel. The classes you are registered for will be highlighted in red.
- Click on registration cancellation
- Click on submit