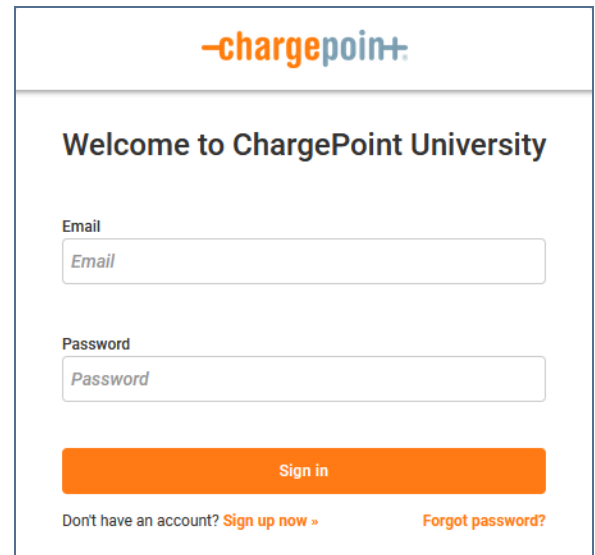# ChargePoint University

Quick Start User Guide

Overview

- Sign up using your email address
- Confirm your account via the email notification that you will receive from ChargePoint University
- Complete your online profile and begin your courses
- Complete your courses to receive an invite to create your Installer account and take the next steps

—chargepoin+

Welcome to ChargePoint University

Email

Email

Password

Password

Sign in

Don't have an account? Sign up now »   Forgot password?

Sign up

1. **INSTALLERS (North America):** Go to the ChargePoint University Sign-up page

   GLOBAL INSTALLERS (Europe and UK): Go to the ChargePointUniversity Sign-up page
2. Enter your **Email** address
3. Select and confirm your **Password**
4. Click **Sign Up**

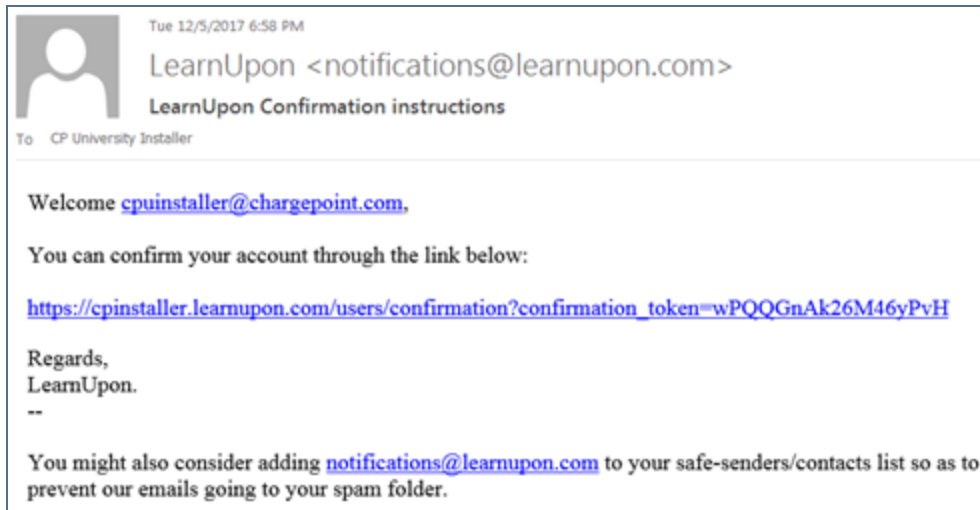**Note:** You will see a message notifying you to check your email.

> An email has been sent to your account. Please follow the link in this email in order to confirm your account.
>
> **If you do not receive this email**, please ensure that you check your email junk folder in the unlikely event that the email was filtered.

Confirm Account via Email

From your **Welcome email**, click the **Confirm Account** link.

Note: You will see a message saying that the system is confirming your account.

Complete Your Profile

1. Complete all required fields

2. Click **Save**

   Note: You may see a message saying that your courses are loading.

3. Click **Start** to begin your course

> ⚠️ For assistance with signing up or logging in, contact ChargePoint Support at:
> https://customer.chargepoint.com/s/guest-help-na-station-issues

Next Steps

Complete the course on ChargePoint University to get your certification. The registration invite link will be emailed to you upon successful completion of the training.

Set up an Installer account using the invite link. Once on site, scan the QR code of the station or log in to m.chargepoint.com and enter the station's MAC address to complete the pinpointing process.

Visit our FAQ page for more information:

- For Installers in North America: chargepoint.com/installers
- For Installers in the EU and UK: chargepoint.com/eu/installers