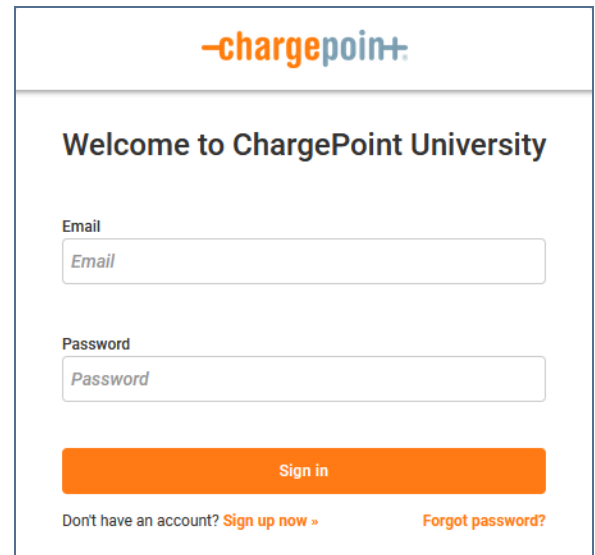


ChargePoint University

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



The screenshot shows the ChargePoint University sign-in interface. At the top is the ChargePoint logo. Below it is the heading "Welcome to ChargePoint University". There are two input fields: "Email" and "Password", each with a placeholder text of the same name. Below these fields is an orange "Sign in" button. At the bottom, there are two links: "Don't have an account? Sign up now »" and "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.

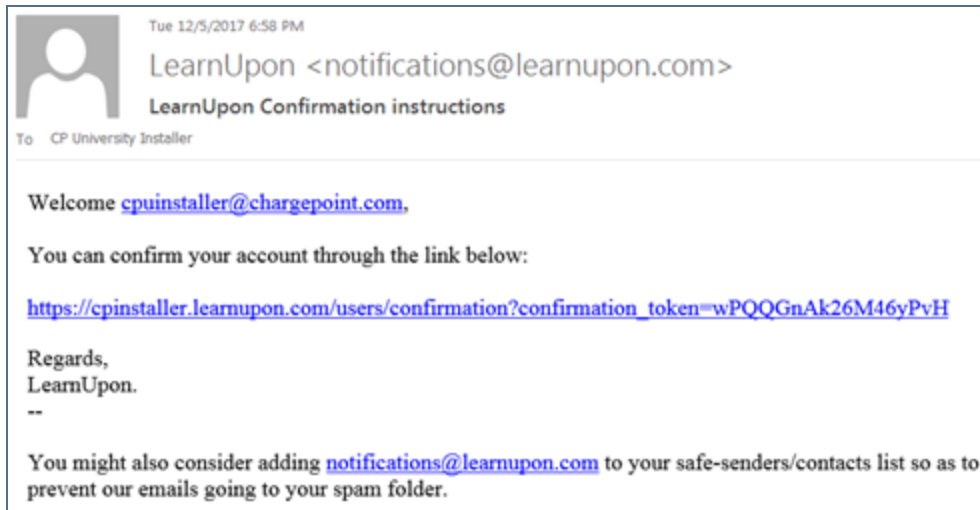
An email has been sent to your account. Please follow the link in this email in order to confirm your account.

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

A screenshot of a web form titled 'Complete Your Profile'. The form is divided into two sections: 'Basic Info' and 'Custom User Data'. The 'Basic Info' section has two text input fields: 'First Name' and 'Last Name', both marked with a red asterisk. The 'Custom User Data' section has a heading 'Please complete the following fields:' followed by five input fields: 'Address' (marked with a red asterisk), 'Address 2', 'City' (marked with a red asterisk), 'State' (marked with a red asterisk), and a dropdown menu labeled 'Choose'. At the bottom right of the form are two buttons: 'Save' (green) and 'Cancel' (white).


2. Click **Save**

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

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

Need Installation Guides or other technical docs?


In an ongoing effort, we've overhauled our documentation suite for consistency and usability. Check out the Product Resources page located on your dashboard below to find downloadable PDFs by product.



Total Number of Courses


11
Enrolled Courses

0
Completed Courses



Product Resources | Recursos de productos | Informations supplémentaires
Not Started · Enrolled on 20 May 2022

11 Modules 0% ▶ Start



ChargePoint CT4000 Series Installation Training Program (en-US)
Not Started · Enrolled on 22 Sep 2020

The ChargePoint CT4000 Series Installation Training course is intended for professionals who want to install ChargePoint CT4000 charging stations. It is also useful to Architectural and ... [Read More](#)

4 Modules 0% ▶ Start



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