



How to register for Community Junction classes using My Community Hub

Step 1 - Create an account:

- 1) Click create account
- 2) Fill in name and address. Click next
- 3) Enter phone number and e-mail address. Click next
- 4) Enter your birthdate, city, gender. Click next.
- 5) Enter emergency contact. Click next.
- 6) Create a password. Click ``create account`` to complete your individual account. OR click ``create account and add family member`` to link your account with another family member.

Step 2 – Register and Pay for classes:

AFTER you have created your account

- 1) Click ``register for activities``
- 2) On the left side bar, enter ``Community Living Toronto`` as the site. Click on location and select ``CLToronto - Community Junction``
- 3) A list of available classes will populate on your screen

TIP - You can see more details about each specific class by clicking on `Click view` located underneath the name of the class.

- 4) Click the name of the activity to be enrolled in. Review activity information and click ``add to cart``
- 5) Select customer to be enrolled from the drop-down menu. Click next.
- 6) Confirm cost details. Click `proceed to shopping cart``
- 7) Review items. Enter gift card number if applicable and click apply. Click ``Proceed to checkout``
- 8) Enter in your payment information. Click pay and finish.

All receipts will be stored in the system for easy access.

If you are unable to access My Community Hub, you are still able to register in person at Community Junction at 2934 Dundas St W.

If you have any questions or need assistance, please call Ashley Smith at (647) 729 – 3508.