

Indigenous Peoples and the Law (IPL) Student Registration Guide



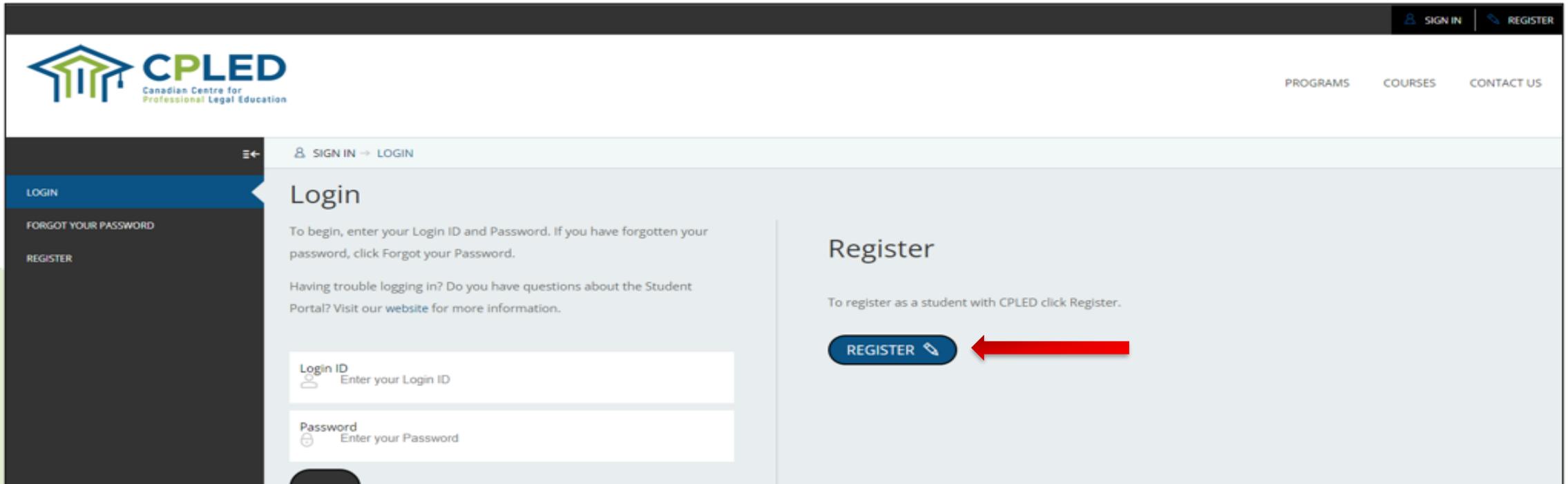
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Creating a student profile

1. Visit the [CPLED Student Portal](#) and select the  button.

Note : *If you already have an account , please directly login using your current Login ID and Password*



The screenshot shows the CPLED Student Portal interface. At the top left is the CPLED logo (Canadian Centre for Professional Legal Education). At the top right are links for SIGN IN and REGISTER. Below the logo is a navigation menu with LOGIN, FORGOT YOUR PASSWORD, and REGISTER. The main content area is split into two columns. The left column is titled 'Login' and contains instructions: 'To begin, enter your Login ID and Password. If you have forgotten your password, click Forgot your Password.' and 'Having trouble logging in? Do you have questions about the Student Portal? Visit our website for more information.' Below this are two input fields: 'Login ID' with the placeholder 'Enter your Login ID' and 'Password' with the placeholder 'Enter your Password'. The right column is titled 'Register' and contains the instruction: 'To register as a student with CPLED click Register.' Below this is a blue 'REGISTER' button with a pencil icon, which is highlighted by a red arrow pointing to it from the right.

Creating a student profile

1. Select your registration option by clicking the IPL button.
2. Fill in your information, all fields marked with an asterisk (*) must be completed.
3. You must enter your NCA File Number when completing your registration, if you do not have an NCA File Number please email admin@cpled.ca
4. Click the  button to complete your profile creation.

Note : If you already have an account , please click on the [Already Registered?](#) button on top left and directly login using your current Login ID and Password

[Already Registered?](#)

CHOOSE YOUR REGISTRATION

Practice Readiness Education Program Legal Research and Writing Articling Assist **Indigenous Peoples and the Law** ←

INDIGENOUS PEOPLES AND THE LAW (IPL)

This online course explores the intersection of Indigenous legal traditions and Canadian law, emphasizing ethical practice, historical context, and reconciliation. Effective March 1, 2026, this course fulfills a requirement set by the National Committee on Accreditation (NCA) towards completion of a Certificate of Qualification.

ENTER YOUR FULL LEGAL NAME

Title

Given (First & Middle Name(s)) *

Last *

Preferred First Name

Preferred Last Name

Email*

Creating a student profile

1. Once you have created your profile, you will receive an email from no-reply@memberpro.net with your Login ID and temporary password.
2. If you do not receive this email, please check your junk mail folder and firewall settings.
3. If you have not received your welcome email within 24 hours please contact CPLED by email at admin@cpled.ca.

Welcome Ipl Test3,

Thank you for registering as a student with the Canadian Centre for Professional Legal Education (CPLED).

Below are your login credentials, which you will use to log in to the CPLED Student Portal and complete your program enrolment checklist. When you first log in, you will be prompted to change your password. You will be able to access the enrolment checklist once you create a new password and log in to the CPLED Student Portal.

PREP Students: Please review the [CPLED Privacy Policy](#) and the [CPLED Professional Integrity Policy](#) prior to completion of the Student Agreement on the enrolment checklist.

LRW Students: Please review the [CPLED Privacy Policy](#) and the [CPLED Professional Integrity Policy](#) prior to completion of the Student Agreement on the enrolment checklist.

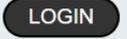
IPL Students: Please review the [CPLED Privacy Policy](#), the [CPLED Professional Integrity Policy](#) and the [MonitorEDU Privacy Policy](#) prior to completion of the Student Agreement on the enrolment checklist.

Go to	CPLED
Login ID	ITEST3
Temporary Password	ITE\$45606

For more information on the registration process, visit the [CPLED website](#).

Important - Confidential Information from the Canadian Centre for Professional Legal Education: The sender intends that this electronic message is for exclusive use by the person to whom it is addressed. This message may contain information that is confidential or privileged and exempt from disclosure under applicable law. If the reader of this message is not an intended recipient, be aware that any disclosure, dissemination, distribution or copying of this communication, or the use of its contents, is prohibited. If you have received this message in error, please immediately notify the sender of your inadvertent receipt and delete this message from all data storage systems.

Logging in to your profile

1. Return to the [CPLED Student Portal](#) and enter your Login ID and temporary password and click the LOGIN button. 

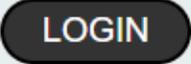
Login

To begin, enter your Login ID and Password. If you have forgotten your password, click [Forgot your Password](#).

Having trouble logging in? Do you have questions about the Student Portal? Visit our [website](#) for more information.

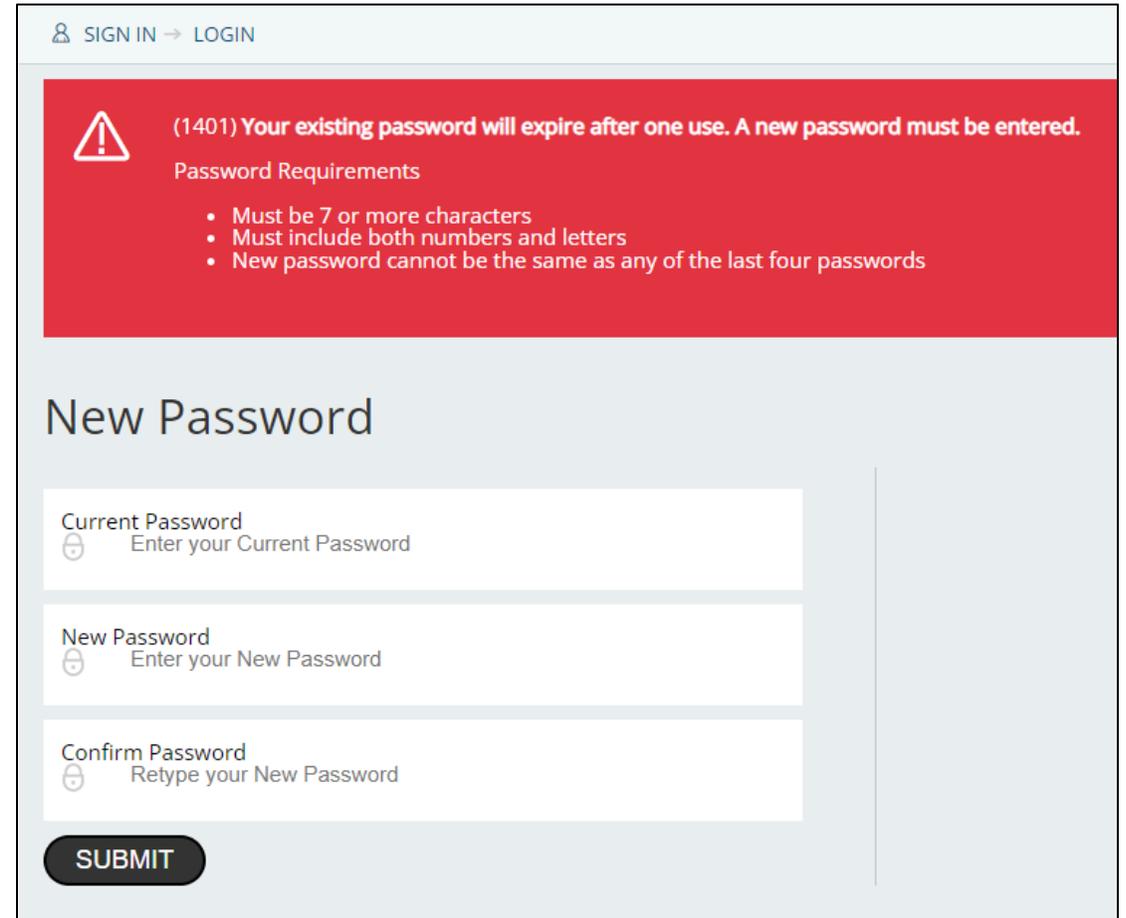
Login ID
 Enter your Login ID

Password
 Enter your Password

Logging in to your profile

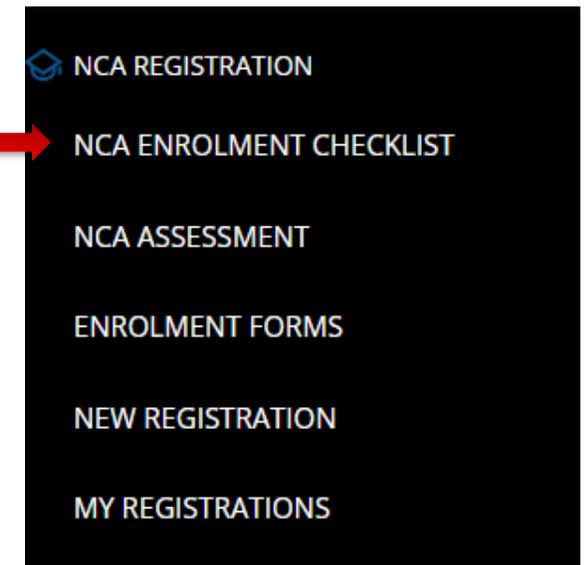
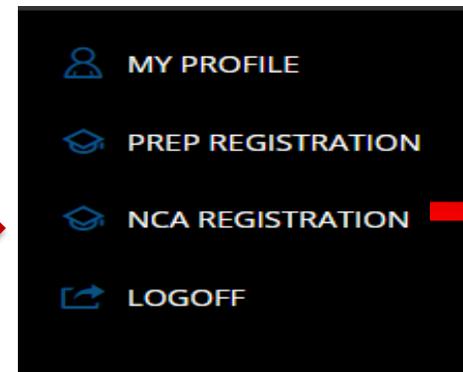
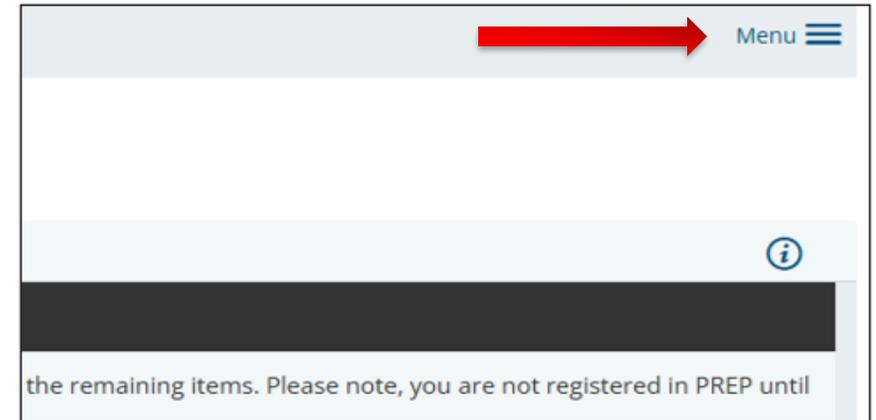
1. Upon your first log in you will be prompted to create your own unique password.
2. Once you have created a new password, you will be prompted to log in with your new credentials. Your Login ID will remain the same and the password is the new password that you have created.
3. If you forget your password, use the password recovery link to create a new password. You will need to enter your Login ID and profile email address. You will receive a password reset email from no-reply@memberpro.net. This email will contain your Login ID and a new temporary password.



The screenshot shows a web interface for logging in. At the top, there is a navigation bar with a user icon and the text "SIGN IN → LOGIN". Below this is a red warning banner with a warning icon and the text: "(1401) Your existing password will expire after one use. A new password must be entered." Underneath the banner, the heading "Password Requirements" is followed by a bulleted list: "Must be 7 or more characters", "Must include both numbers and letters", and "New password cannot be the same as any of the last four passwords". The main section is titled "New Password" and contains three input fields: "Current Password" with the placeholder "Enter your Current Password", "New Password" with the placeholder "Enter your New Password", and "Confirm Password" with the placeholder "Retype your New Password". At the bottom of the form is a dark "SUBMIT" button.

Enrolment Checklist

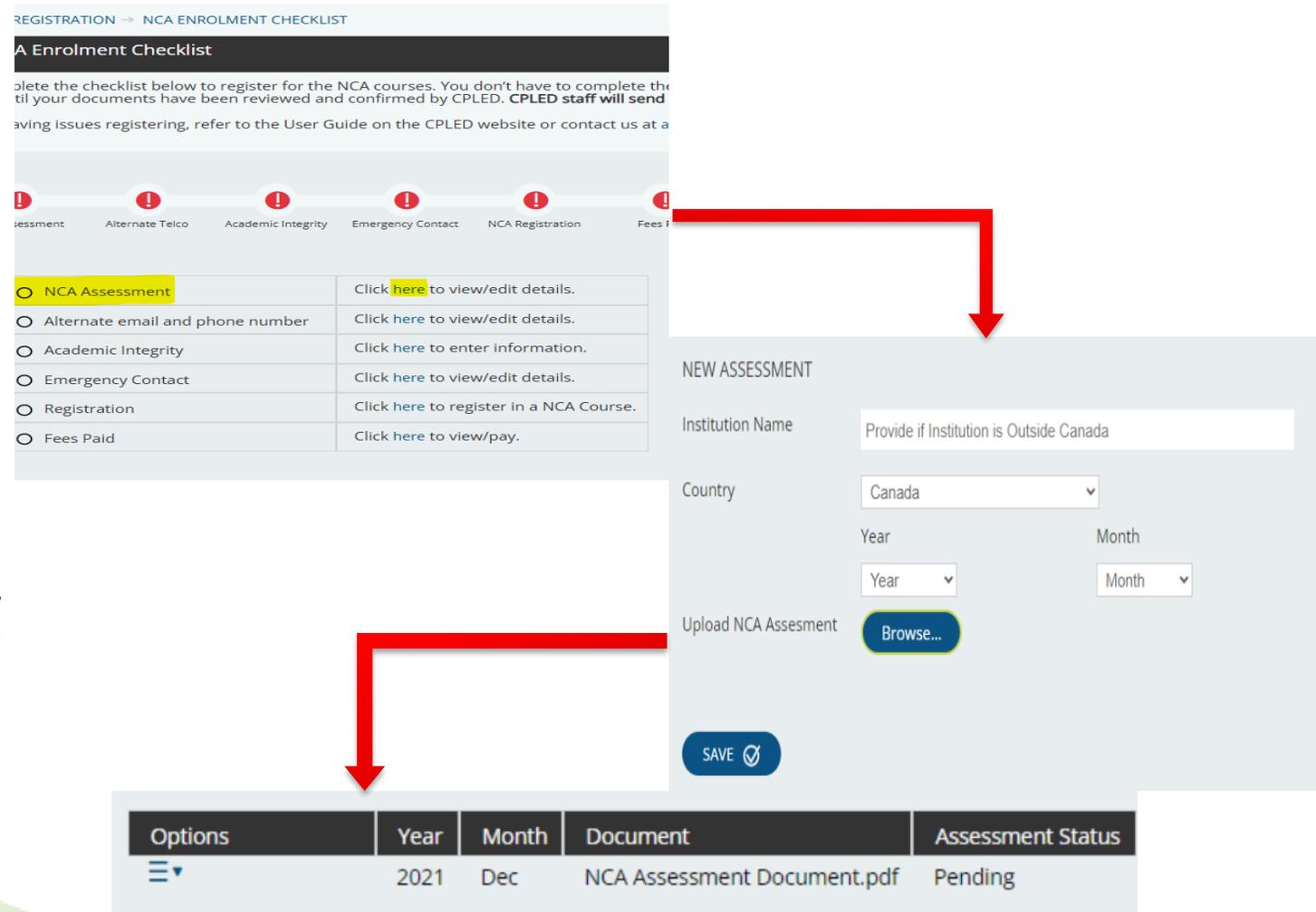
1. Once successfully logged in, you will land on the Enrolment Checklist page
2. If at any point you do not see a link to the **'ENROLMENT CHECKLIST'** in the left-hand column use the MENU found in the top right of the webpage to navigate to the **'NCA REGISTRATION'** where you will find the **'NCA ENROLMENT CHECKLIST'** option.



Step 1. NCA Assessment

1. To complete the NCA Assessment section of your enrollment checklist, click the [here](#) button in the NCA Assessment row.
2. Enter your foreign law degree details including the Institution name, Country and the month and year that you conferred.
3. Once done use the  button to upload a copy of your NCA assessment and then click on the  button.

Note : Please note that your NCA Assessment status will remain unchecked on your checklist until after you have registered for an active intake of IPL. Your NCA Assessment Report will then be manually reviewed and confirmed by CPLED.



The screenshot shows the 'NCA ENROLMENT CHECKLIST' interface. At the top, there is a navigation bar with 'REGISTRATION' and 'NCA ENROLMENT CHECKLIST'. Below this is a section titled 'NCA Enrolment Checklist' with a brief instruction: 'Complete the checklist below to register for the NCA courses. You don't have to complete this until your documents have been reviewed and confirmed by CPLED. CPLED staff will send you an email if you have any issues registering, refer to the User Guide on the CPLED website or contact us at a...'. A progress bar shows several steps: Assessment, Alternate Telco, Academic Integrity, Emergency Contact, NCA Registration, and Fees Paid. The 'NCA Assessment' step is highlighted in yellow and has a red exclamation mark icon above it. Below the progress bar is a table with the following rows:

<input type="radio"/> NCA Assessment	Click here to view/edit details.
<input type="radio"/> Alternate email and phone number	Click here to view/edit details.
<input type="radio"/> Academic Integrity	Click here to enter information.
<input type="radio"/> Emergency Contact	Click here to view/edit details.
<input type="radio"/> Registration	Click here to register in a NCA Course.
<input type="radio"/> Fees Paid	Click here to view/pay.

Red arrows indicate the flow: one arrow points from the 'NCA Assessment' row in the table to the 'NEW ASSESSMENT' form, and another points from the 'NEW ASSESSMENT' form to the table below. The 'NEW ASSESSMENT' form includes the following fields:

- Institution Name: Provide if Institution is Outside Canada
- Country: Canada (dropdown)
- Year: Year (dropdown)
- Month: Month (dropdown)
- Upload NCA Assessment: 
- 

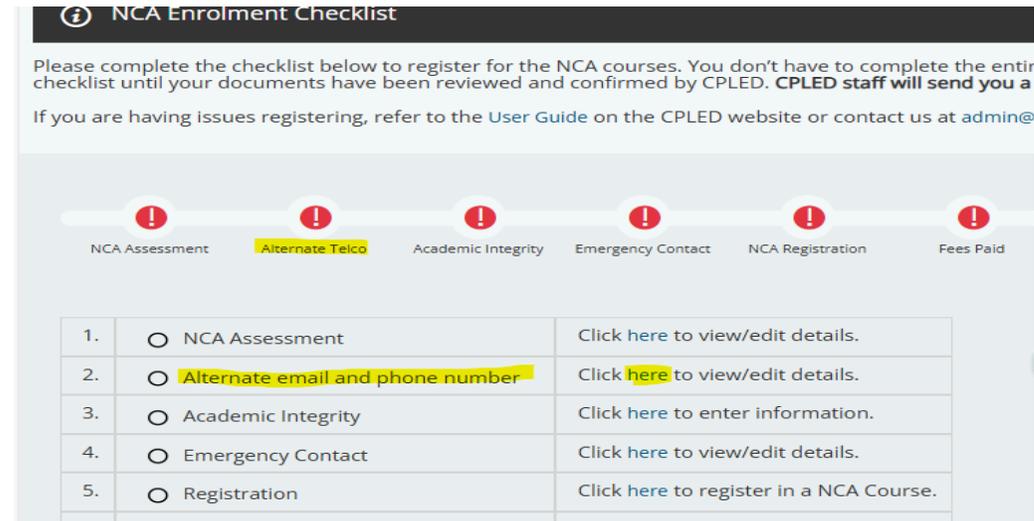
At the bottom, there is a table showing the assessment status:

Options	Year	Month	Document	Assessment Status
	2021	Dec	NCA Assessment Document.pdf	Pending

Step 2. Alternate email and phone number

1. Go back to the NCA ENROLMENT CHECKLIST.
2. Click on the 'here' link in the 'Alternate email and phone number' row to visit the Telephone/Email page.
3. Enter your updated phone number and email address in the 'New Telephone and New Email' section and click the  button.

Note: Please note that your new email will automatically become the default email. If you wish to change the default settings, click the associated 'Default' button.



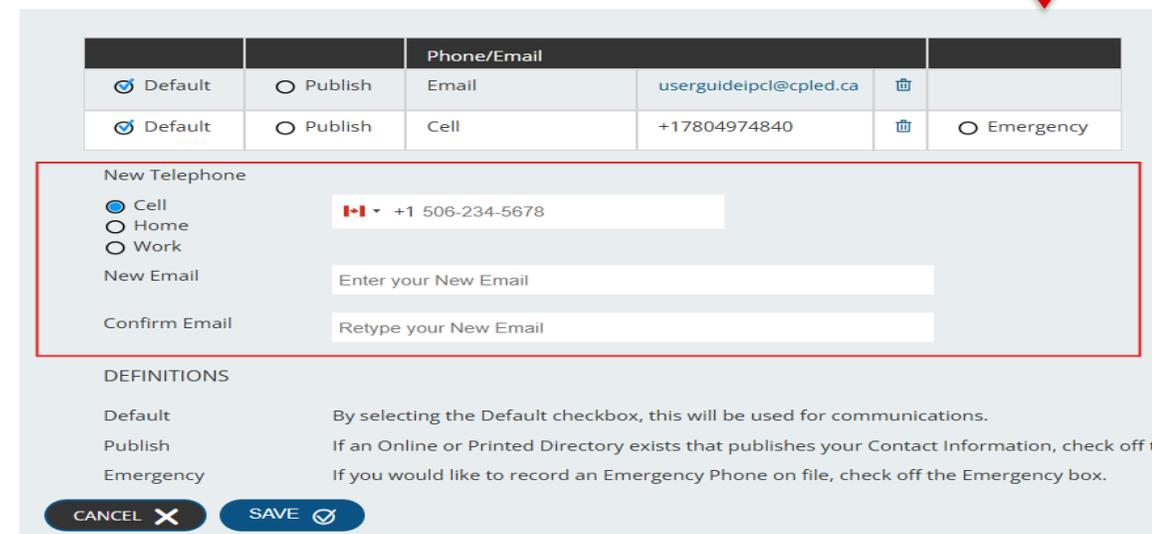
NCA Enrolment Checklist

Please complete the checklist below to register for the NCA courses. You don't have to complete the entire checklist until your documents have been reviewed and confirmed by CPLED. **CPLED staff will send you a**

If you are having issues registering, refer to the [User Guide](#) on the CPLED website or contact us at admin@

NCA Assessment **Alternate Telco** Academic Integrity Emergency Contact NCA Registration Fees Paid

1.	<input type="radio"/> NCA Assessment	Click here to view/edit details.
2.	<input type="radio"/> Alternate email and phone number	Click here to view/edit details.
3.	<input type="radio"/> Academic Integrity	Click here to enter information.
4.	<input type="radio"/> Emergency Contact	Click here to view/edit details.
5.	<input type="radio"/> Registration	Click here to register in a NCA Course.



		Phone/Email	
<input checked="" type="checkbox"/> Default	<input type="checkbox"/> Publish	Email	userguideipcl@cpled.ca 
<input checked="" type="checkbox"/> Default	<input type="checkbox"/> Publish	Cell	+17804974840  <input type="radio"/> Emergency

New Telephone

Cell Home Work

New Email

Confirm Email

DEFINITIONS

Default By selecting the Default checkbox, this will be used for communications.

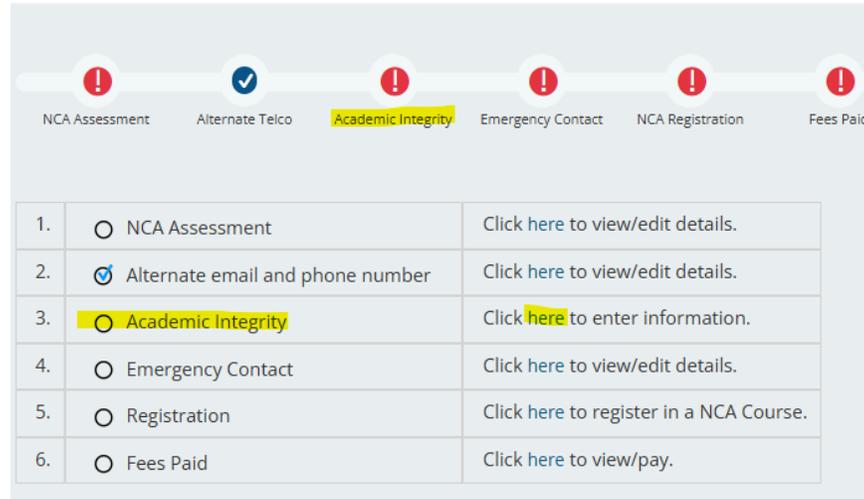
Publish If an Online or Printed Directory exists that publishes your Contact Information, check off

Emergency If you would like to record an Emergency Phone on file, check off the Emergency box.

CANCEL  **SAVE** 

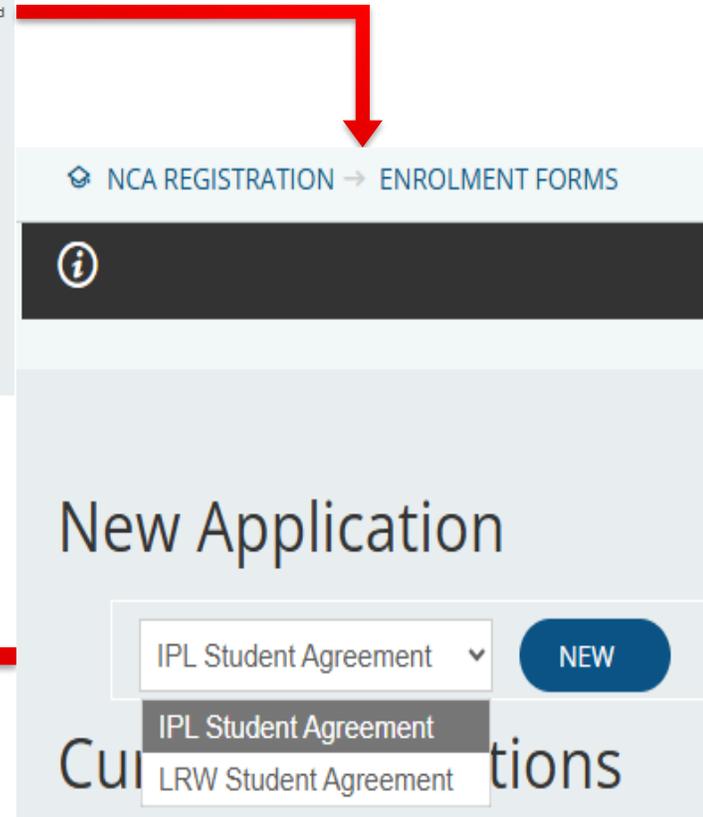
Step 3. Academic Integrity

1. Go back to the NCA ENROLMENT CHECKLIST.
2. Click on the 'here' link in the 'Academic Integrity' row of the enrollment checklist.
3. Choose the 'IPL Student Agreement' from the New Application dropdown and click the **NEW** button to add it to your profile.
4. Click on the icon  under "Options" and then on "update" to open the IPL Student Agreement.
5. Carefully read through each page, checking off "I agree to all the above statements" and then clicking on the **SAVE**  button at the bottom of each page. Click the next page number to move on to that page.
6. On the last page click the **SUBMIT**  button at the bottom to submit the form.



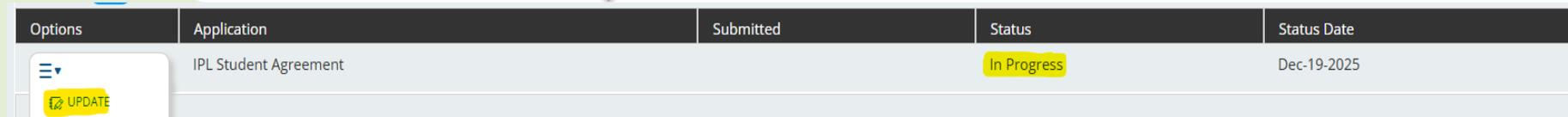
The screenshot shows a progress bar at the top with six items: NCA Assessment (red exclamation mark), Alternate Telco (blue checkmark), Academic Integrity (red exclamation mark), Emergency Contact (red exclamation mark), NCA Registration (red exclamation mark), and Fees Paid (red exclamation mark). Below the progress bar is a table with six rows, each corresponding to an item in the progress bar. The 'Academic Integrity' row is highlighted in yellow.

Item	Progress	Action
1. NCA Assessment	<input type="radio"/>	Click here to view/edit details.
2. Alternate email and phone number	<input checked="" type="radio"/>	Click here to view/edit details.
3. Academic Integrity	<input type="radio"/>	Click here to enter information.
4. Emergency Contact	<input type="radio"/>	Click here to view/edit details.
5. Registration	<input type="radio"/>	Click here to register in a NCA Course.
6. Fees Paid	<input type="radio"/>	Click here to view/pay.



The screenshot shows the 'New Application' form. At the top, there is a navigation bar with 'NCA REGISTRATION' and 'ENROLMENT FORMS'. Below this is a dark grey bar with an information icon. The main form area has the title 'New Application' and a dropdown menu for 'IPL Student Agreement' with a 'NEW' button. Below the dropdown, there are two more options: 'IPL Student Agreement' and 'LRW Student Agreement'. A red arrow points from the 'Academic Integrity' row in the checklist to the 'NEW' button.

Note: Please note that once you have completed the above steps, you should receive a checkmark on the Academic Integrity section of the enrollment checklist.



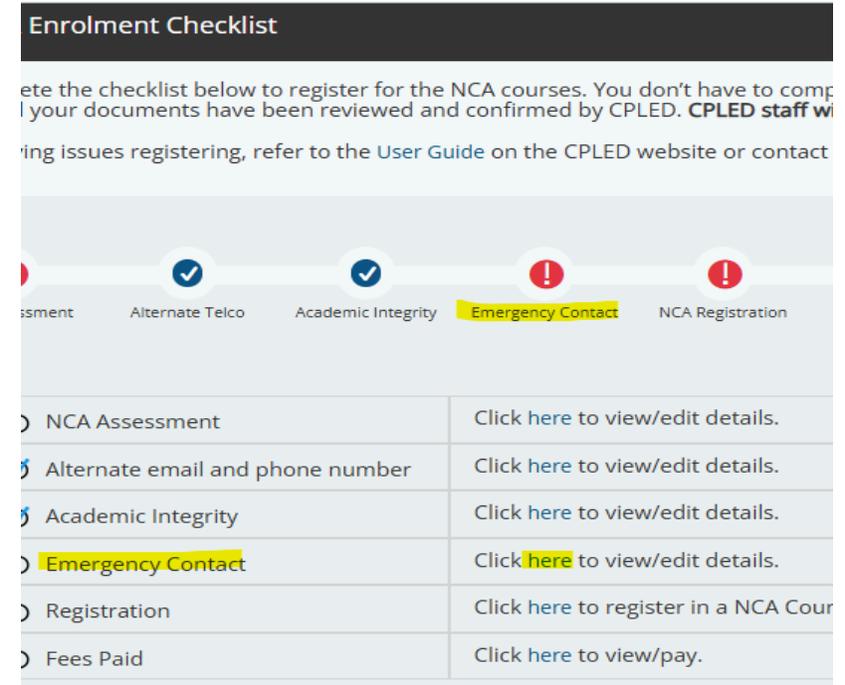
The screenshot shows a table with columns: Options, Application, Submitted, Status, and Status Date. The 'IPL Student Agreement' row is highlighted in grey and has a yellow 'In Progress' status.

Options	Application	Submitted	Status	Status Date
 UPDATE	IPL Student Agreement		In Progress	Dec-19-2025

Step 4. Emergency Contact

1. Go back to the NCA ENROLMENT CHECKLIST.
2. Click on the 'here' link in the 'Emergency Contact' row of the enrollment checklist.
3. Complete the 'New Contact' information page and click the  button to submit.

NOTE: You must click the 'Yes, this is my Emergency Contact' option to receive the enrolment checklist checkmark.



Enrolment Checklist

Complete the checklist below to register for the NCA courses. You don't have to complete all items. If your documents have been reviewed and confirmed by CPLED, CPLED staff will assist you with any issues registering, refer to the [User Guide](#) on the CPLED website or contact us.

Assessment	Alternate Telco	Academic Integrity	Emergency Contact	NCA Registration	
NCA Assessment	Alternate email and phone number	Academic Integrity	Emergency Contact	Registration	Fees Paid
		Click here to view/edit details.		Click here to register in a NCA Course.	
		Click here to view/edit details.		Click here to view/pay.	



OPTIONS

Yes, this is my Emergency Contact.

Yes, I want this Contact to receive all email broadcasts I receive.

Step 5. Registration

1. Go back to the NCA ENROLMENT CHECKLIST.
2. Click on the **'here'** link in the 'Registration' row of the enrollment checklist.
3. Filter the course calendar list by **'Indigenous Peoples and the Law'** option.
4. Once filtered the available intakes for the IPL course will show up.
5. Once registration has opened for your chosen intake, click on "REGISTER" to enroll in your preferred intake.

NCA Enrolment Checklist

Please complete the checklist below to register for the NCA courses. You don't have to complete the entire checklist until your documents have been reviewed and confirmed by CPLED. **CPLED staff will send you a confirmation email** once you have completed the checklist.

If you are having issues registering, refer to the [User Guide](#) on the CPLED website or contact us at admin@cpled.ca.

1.	<input type="radio"/> NCA Assessment	Click here to view/edit details.
2.	<input checked="" type="radio"/> Alternate email and phone number	Click here to view/edit details.
3.	<input checked="" type="radio"/> Academic Integrity	Click here to view/edit details.
4.	<input checked="" type="radio"/> Emergency Contact	Click here to view/edit details.
5.	<input type="radio"/> Registration	Click here to register in a NCA Course.
6.	<input type="radio"/> Fees Paid	Click here to view/pay.

Year: Location:

Filter by Class: by Registration:

- Indigenous Peoples and the Law
- Indigenous Peoples and the Law
- Legal Research & Writing

Jan 21 2026 **Indigenous Law**
Location:

Mar 13 2026 **ONLINE**
Event Info:

INDIGENOUS PEOPLES AND THE LAW DETAILS
Registration Status: **REGISTER** Close Date: **JAN 16 2026**

Step 5. Registration

1. Click the  button to confirm your registration and generate an invoice for the IPL course.
2. Click the  button to confirm that you will remit payment for the invoice. Please note that once you have remitted payment, it will typically take 5-7 business days to be applied to your account.
3. You have now confirmed your registration in the IPL course. Please review the payment details on the next slide.

Note: Please go to the  options on the top right and click on **NCA Registration > My Registrations to make changes to your current registrations.**

Register 2 Accept 3 Pay 4 Confirm

Step 2 - Accept

Invoice	Date
4124964	Dec-09-2025

Qty	Description	Amount	Total
1	Indigenous Law - Registration Fee	160.00	160.00
	Sub Total		160.00
	GST 5%		8.00
	CDN Total		168.00

Students are personally responsible for their fees and to ensure payments are made in a timely manner. No further invoices will be issued. Please be advised that students will not receive access to course materials until their tuition fee payment(s) have been processed.

CHOOSE A PAYMENT METHOD

Electronic Bill Payment (EBP)

TERMS AND CONDITIONS

Register 2 Accept 3 Pay 4 Confirm

Step 3 - Pay

Invoice	Date	Payee	Account Number
4124964	Dec-09-2025	CPLED	10397

Qty	Description	Amount	Total
1	Indigenous Law - Registration Fee	160.00	160.00
	Sub Total		160.00
	GST 5%		8.00
	CDN Total		168.00

Students are personally responsible for their fees and to ensure payments are made in a timely manner. No further invoices will be issued. Please be advised that students will not receive access to course materials until their tuition fee payment(s) have been processed.

PAY BY ELECTRONIC BILL PAYMENT (EBP)

Allow 3-5 business days from the date of payment for processing.

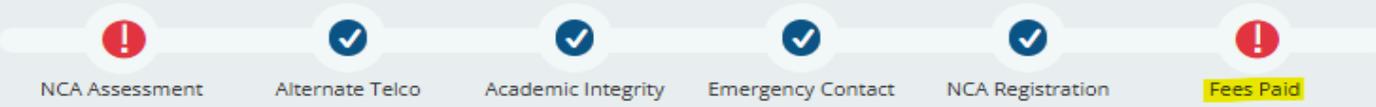
I certify that I have, or that I will, remit payment to the Canadian Centre for Professional Legal Education.

Step 6. Fees Paid

1. Go back to the NCA ENROLMENT CHECKLIST.
2. Click on the 'here' link in the 'Fees Paid' row of the enrollment checklist.
3. The Current Account Section will show the current invoices, Click on the  icon to view or download your invoices.
4. **Viewing an invoice does not initiate payment; payments must be made separately via your banking institution.**
5. To pay the invoice, please see the **Remittance Information** section at the bottom of your invoice or refer to [Payment Information](#) page on the CPLED website for more information on how to make a tuition fee payment.

NOTE: The Fees Paid section will remain unchecked until the payment has been applied to your account by CPLED'S accounting department that usually takes around 5-7 business days.



The progress bar shows six items: NCA Assessment (red exclamation mark), Alternate Telco (blue checkmark), Academic Integrity (blue checkmark), Emergency Contact (blue checkmark), NCA Registration (blue checkmark), and Fees Paid (red exclamation mark, highlighted in yellow).

1.	<input type="radio"/> NCA Assessment	Click here to view/edit details.
2.	<input checked="" type="checkbox"/> Alternate email and phone number	Click here to view/edit details.
3.	<input checked="" type="checkbox"/> Academic Integrity	Click here to view/edit details.
4.	<input checked="" type="checkbox"/> Emergency Contact	Click here to view/edit details.
5.	<input checked="" type="checkbox"/> Registration	Click here to view details.
6.	<input type="radio"/> Fees Paid	Click here to view/pay.

Current Account

Current Show History

	Payment Description	Date	Invoice	Description	Amount	Due	Options
<input type="radio"/> Pay	EBP Due	Dec-09-2025	4124964	Indigenous Law	168.00	168.00	 PRINT INVOICE/RECEIPT



Confirmation

1. Your registration is now complete; you will receive an email with confirmation of registration from CPLED staff once CPLED's internal processes have been concluded.
2. If you require support or have questions about the registration process, please contact CPLED at admin@cpled.ca