

How to Log in to Your Online OntarioLearn Courses

Students completing online studies with Loyalist College Distance Education access their courses through the OntarioLearn portal. The steps below will detail how to locate your username and password and how to access the portal.

To access ECE and DSW courses, refer to your program handbooks.

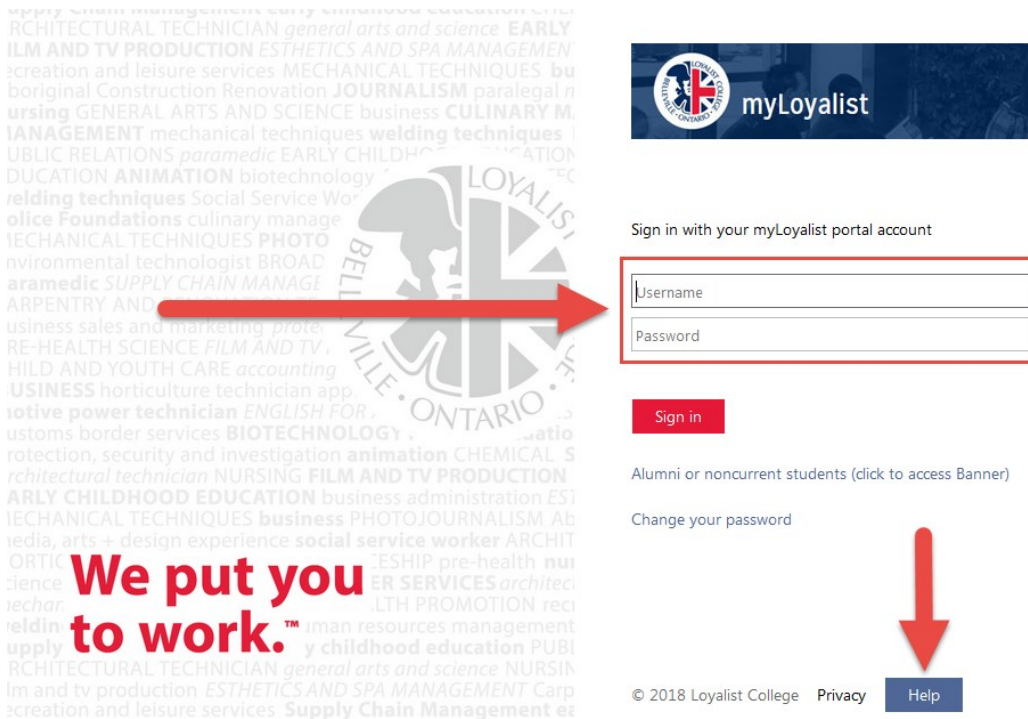
*****Please note: You will not have access to your course until the course start date.*****

Step 1: Access MyLoyalist

You can access the MyLoyalist Student Portal at www.myloyalist.com. Your username and password will be as follows:

- **Username:** First name and last name
- **Password:** Your birthdate in the format YYMMDD

Example: John Cole with birthdate of Oct. 20, 1985. Username is johncole, password is 851020.



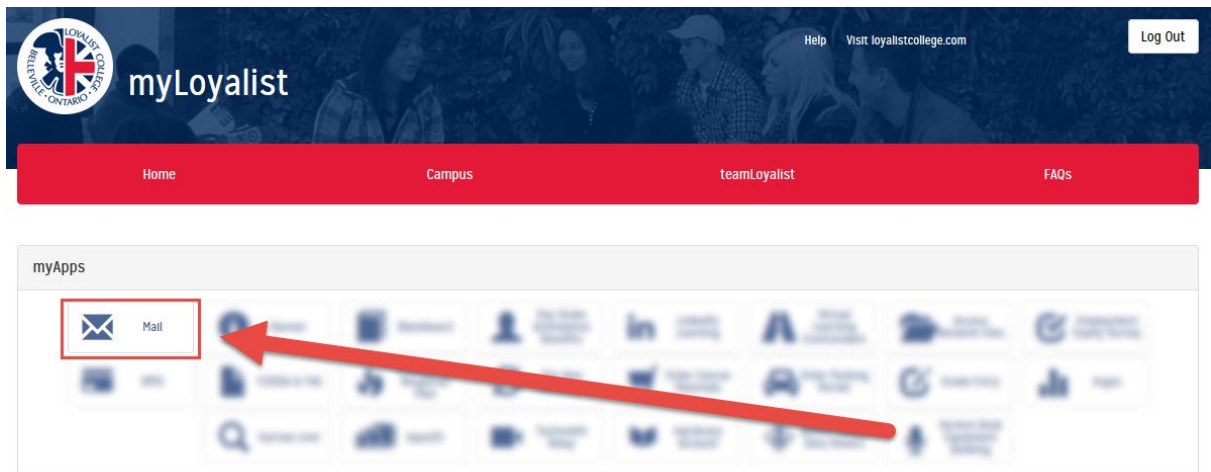
The screenshot shows the myLoyalist login interface. At the top left is the myLoyalist logo. Below it, the text reads "Sign in with your myLoyalist portal account". There are two input fields: "Username" and "Password". Below the input fields is a red "Sign in" button. Underneath the button, there are links for "Alumni or noncurrent students (click to access Banner)" and "Change your password". At the bottom right, there is a blue "Help" button. A red arrow points from the "myLoyalist" logo to the "Sign in with your myLoyalist portal account" section. Another red arrow points from the "Help" button to the footer.

We put you to work.™

© 2018 Loyalist College [Privacy](#) [Help](#)

Step 2: Launch Mail

Once logged into MyLoyalist, select the Mail icon from your "MyApps" section. This icon looks like an envelope.



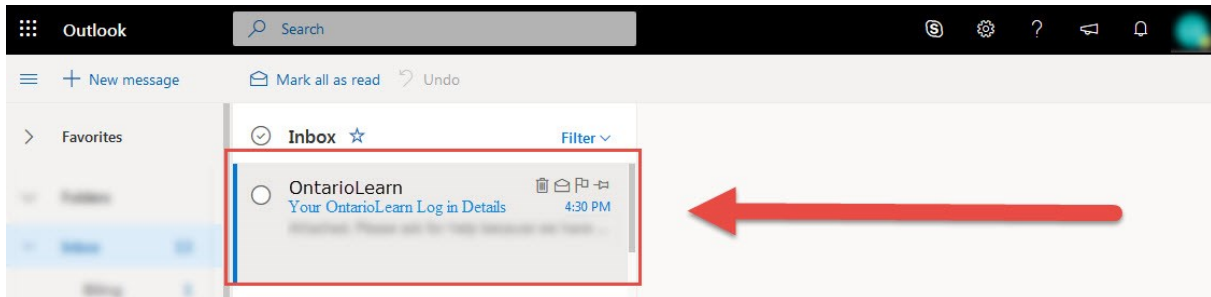
Your Loyalist College email address will mirror your MyLoyalist username.

For example:

- MyLoyalist Username: johncole
- Loyalist Email: johncole@loyalistcollege.com

Step 3: Locate Your Email from OntarioLearn

Search your inbox and locate the email entitled “Your OntarioLearn Log in Details” sent by noreply-ontariolearn@embanet.com. Review this email.



Here you will find a link to the OntarioLearn portal and the password you will use to log in. Follow the link and instructions to proceed to the portal, or proceed to www.ontariolearn.com and select “Log In”.

Dear John Cole,

Our college is a member of the OntarioLearn consortium. You have recently registered for a course through our college that is delivered through OntarioLearn. This email is being sent to inform you that your OntarioLearn Portal Account has been created and is ready for use. You can log in to your OntarioLearn Portal Account now. Course access is only granted on the start date. Your account was generated with the following unique random password:

Password: Q0tb%5tX7#Q

To log into your OntarioLearn account to access your course, please navigate to www.ontariolearn.com and select Log In OR go to <https://olportal.ontariolearn.com/login.nphp?college=LO>. Enter your Loyalist College email address along with the password provided.

Once you complete your first login you have the opportunity to update your password. Your new password must be a minimum of 11 characters and contain a combination of uppercase letters, lowercase letters, numbers and special characters. Please use your Loyalist College email address and new password for all subsequent login attempts.

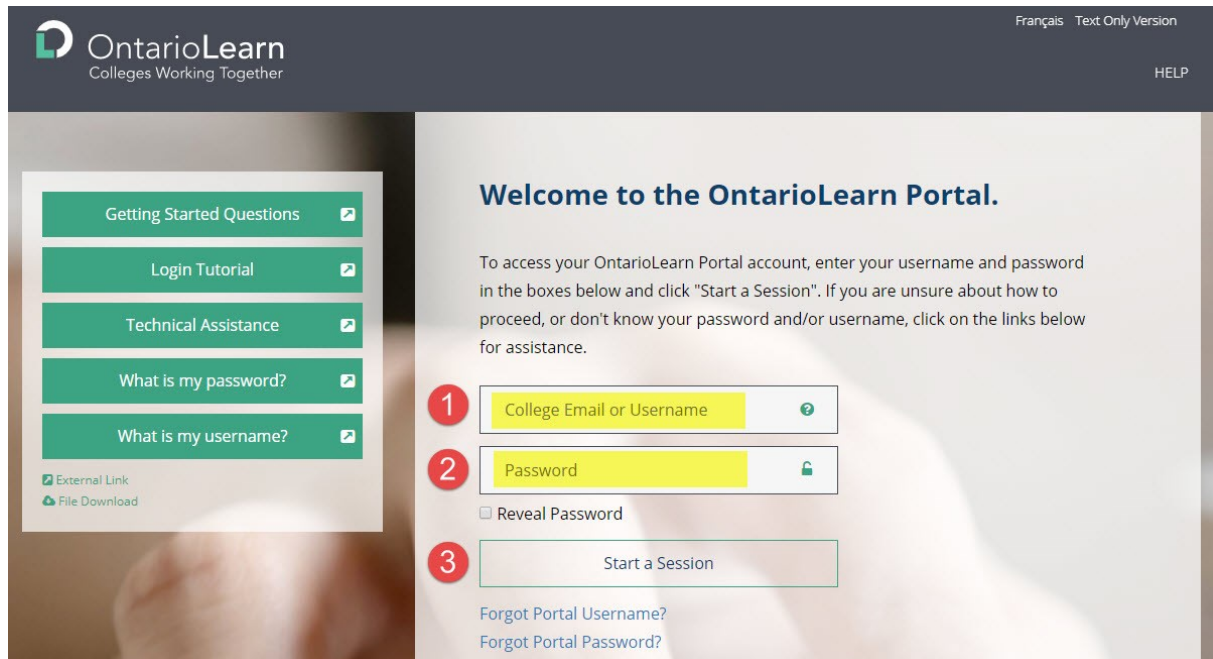
If you require any assistance, please navigate to our Online Support Center at the following URL: <http://www.ontariolearn.com/help>

Thank you

Step 4: Access the OntarioLearn Portal

On the log in page, complete the following:

1. Enter your Loyalist College email in the “College Email or Username” field.
2. Enter the temporary password provided in the email from OntarioLearn.
3. Click “Start a Session” to log in.



Once you have logged in, you will be prompted to create a new password. Your new password must be a minimum of 11 characters and contain a combination of uppercase letters, lowercase letters, numbers and special characters.

Help and Support

Having trouble logging in to MyLoyalist?

Click the "Help" link on the bottom right corner of www.myloyalist.com login page to review instructions and connect with technical support through Service Desk, or visit

<https://www.loyalistcollege.com/current-students/technology-services/help-desk/>.

Having Trouble accessing OntarioLearn?

For issues with your OntarioLearn username or password, contact Embanet Technical Support.

Technical assistance is available 24/7 by calling 1-800-695-5008 or visiting

<http://www.ontariolearn.com/helpcenter/>.