How to Register for a Class

1. Go to https://stage.worklifesystems.com/ProfessionalDevelopmentClassSearch or https://stage.worklifesystems.com/training/39.

2. Then select any of the different filters to narrow your search, specifically by Date and County then click Find.

3. Available Classes will populate and show up depending on the View Selected on the top, which will either be in List, Calendar, or Map View for your reference.
4. Select Class Date to View Class Details and Register.

5. Register for Class by first selecting one option in the drop down menu, I am a:

Please Note: For New Trainee’s, ex. Potential Providers-FCC, or trainees not associated with a school or license ID, such as Parents, Foster Parents, and all Others please select Interested Consumer.

*All other options will require a license ID to be entered to complete registration. Trainee’s may search for their school or license ID if applicable. (See example 5a and pictures # 1-5.)
5a. Other options that require a Provider License ID are pictured below.

After selecting your I am a option, click Find Provider's License ID.
From there, you will be able to type in to Search by business name.

#1 I am a: *
- Program Registering Staff
- Staff of a Child Care Program
- Family Child Care Home

#2 Find Provider's License ID

#3 Search by business name

#4 PATCH Hawaii

#5 Select
- 123456 PATCH Hawaii 560 North Nimitz Highway Honolulu 96817 Oahu
6. Lastly, finish completing the registration form and **Submit**.

(A confirmation registration email will be auto-generated and sent to your email.)

7. Please contact your local PATCH Training Office for details and Confirmation.

**Please Note:** Registration is pending until $ 5.00 Registration Deposit is received.