

# New to MyChart?

## It's easy to start.

### How to Register?

#### To Begin:

1. Launch your Internet browser
2. In the address bar enter:

<https://www.mychart.ca>

3. The **MyChart™** login page will display
4. On the bottom right hand side of the screen there is the **Register Now Option**
5. Click on **Sign up for MyChart**



6. You will now need to complete the on-line registration form.



7. All fields marked with an asterisk \* will need to be completed.
8. Once the application is complete click on Submit
9. A MyChart administrator will process your request.
10. Within 3 business days you will receive an email with instructions on how to complete the registration process

### What's Next?

Contact us: [mychart@sunnybrook.ca](mailto:mychart@sunnybrook.ca) or 416-480-6794

The MyChart administrators will receive and process your request. Within 3 business days you will receive an email with instructions on how to complete the registration process.

#### To complete the Registration Process:

1. Click on the hyperlink provided in the Activate your new account email.
2. Follow the steps to create your user name and password for your MyChart Account
3. **Step 1:** Create your user name
4. **Step 2:** Create your Password (click on the green question mark to obtain the password standards)
5. **Step 3:** Re-enter your password
6. **Step 4:** Enter the Captcha Code as shown in the field provided
7. **Step 5:** Click on Submit
8. **Note:** The Submit Button will not become active until a password is entered that meets the password standards.
9. **Congratulations you are registered!** You have successfully set up your own personal health record MyChart™.

To sign into your account, go to the **MyChart™ Homepage** at :  
<https://www.mychart.ca>


