

smartprograms.aglc.ca info@smartprograms.aglc.ca SMART Training Programs c/o AGLC 50 Corriveau Avenue St. Albert, Alberta T8N 3T5 Toll-free in Alberta: 1-877-436-6336

Get proof of your certification

After completing all of the program certification requirements, your certificate will be issued to you.

You can get proof of your certification by printing your certificate from your SMART Programs account or saving an electronic image of it to your mobile device or phone.

You can print as many copies of your certificate as you want while your certification is valid. To print or save proof of your certification ...

- Go to smartprograms.aglc.ca.
- Sign into your account by entering the email address and password assigned to it. If you can't remember your password, click on the Forgot Your Password? link. If you don't have access to this email account, please contact us.
- Click on **My Account** and then **Personal Information** from the drop-down menu. Scroll down to the **AGLC Course Information** field at the bottom of your Personal Information page.

You will see a highlighted Card hyperlink next to any program with valid certification.



• Click on the **Card** hyperlink. You will be taken to a page where you can print your certificate or save an image of it to your mobile device.

Note: Industry workers are required to provide proof of certification to their employer and at the request of an AGLC Inspector. Failure to present proof of certification my result in a disciplinary action. **Proof of certification** includes ...

- paper printed versions that have a QR code
- the Personal Information page printed from the staff member's SMART account
- a plastic card that does not have a QR code
- clear images of any of the above (image, photograph, or screen shot) saved on the staff member's mobile device/phone.

Licensees must keep a log of staff certifications. Logs are subject to review by AGLC. More information about SMART Programs' policies is online at aglc.ca.