NEW Process to Sign Up for DOHS CPR Classes

Lay Responder and Health Care Provider

1. Go to [https://ccnd.nihcc.recsolutions.com/](https://ccnd.nihcc.recsolutions.com/)
2. Click the “Sign-Up” link at the top of the website
3. Click on “course category” 2019

   - Basic Life Support (BLS) Full Course Bldg 31C
   - Basic Life Support (BLS) Renewal Course Bldg 31C
   - Lay Responder CPR (AED) Bldg 31C
5. Scroll down the class page to find session date you want to register for and click on “sign-up”

6. Click on “register”
7. You will receive a system generated email confirmation.
8. **To cancel a registration** up to 24 hours prior to a class:
   a. Log into the course registration system
   b. Click on “My Classes” at the top of the page
   c. Click the red “x” next to the class you want to cancel.
   d. You will receive a system generated email cancellation.