

Creating Your DCF Account

- **Access portal:** Visit the Florida Early Childhood Professional Development Registry, [Florida Early Childhood Professional Development Registry](#)
- **New user sign-up:** Select the option to create a new user account (do not create a new account if you already have an older system login, or your past training history may be lost)
- **Enter details:** Provide a valid email address and fill out your personal and demographic information
- **Verify email:** Enter the 6-digit verification code sent to your email address to finish setting up your password and activate the account

Registering for Courses

- **Log in:** Sign into your new student account using your email and password.
- **Navigate menu:** Go to your personal menu and select the course enrollment or online training options.
- **Select classes:** Choose your required instructor-led or online child care training modules and complete the registration prompts

How to Log Into DCF to Register for 45-hour Child Care Training

To log in and complete your free Florida Department of Children and Families (DCF) 45-hour child care training, go to the [Florida Early Childhood Professional Development Registry](#), sign in with your account, update your profile details, and select the link to take or resume your online courses.

Login Steps

- **Open the portal:** Go to the Florida Early Childhood Professional Development Registry login page.
- **Sign in:** Type your registered email address and password, then click **Sign In**. If you are new, select **Sign Up** to create a free student profile.
- **Update profile:** Review your personal and job details on the information page, check the box to confirm it is correct, and click **Continue**.

Accessing the 45-Hour Training

- **Open menu:** From your main account dashboard, find the **Child Care Training Information Menu**.
- **Start courses:** Click on **Take or Resume Online Courses** to view your assigned 45-hour introductory child care classes and click **Go to Course** to begin.

If you need help with your **username or password**, or encounter an error, you can call the Child Care Training Information Center support line at **1-888-352-2842**.