

## Change the name on your SMART certificate

The name on your SMART Programs account must match your legal name as it appears on your government-issued, photo identification.

To change the name on your SMART certificate, send an email to [info@smartprograms.aglc.ca](mailto:info@smartprograms.aglc.ca). Include ...

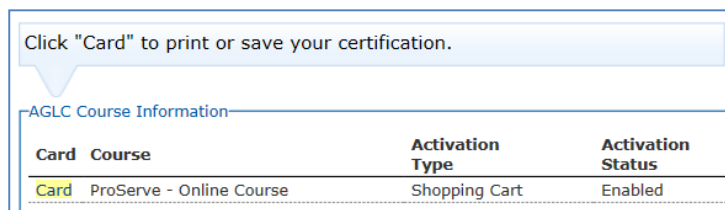
- Your 12-digit SMART Programs account registration number. This number appears on your certificate and Personal Information page.
- The name on your account, as it appears now, and
- The name you're changing it to.

**Note:** You may be required to submit supporting documentation.

SMART Programs will change the name on your account upon receipt of your email. Confirmation will be sent after the change has been made. To print or save proof of your certification ...

- Go to [smartprograms.aglc.ca](http://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 at [info@smartprograms.aglc.ca](mailto:info@smartprograms.aglc.ca)**
- 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 "Card" to print or save your certification.

AGLC Course Information			
Card	Course	Activation Type	Activation Status
<a href="#">Card</a>	ProServe - Online Course	Shopping Cart	Enabled

- 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 must provide proof of certification at the request of an AGLC Inspector. Proof of certification includes:

- paper printed certification card that has a QR code
- a plastic card that does not have a QR code
- clear images of either of the above (i.e., image, photograph, or screen shot) saved on the staff member's mobile device/phone.

Information about AGLC's SMART Programs' policies is online at [aglc.ca](http://aglc.ca).