How to view Chief Council on the UBCIC website

Create a login as a UBCIC Chiefs Council member on our website

Go to this website:
https://www.ubcic.bc.ca/chiefs_council_sign_up_v2

You will not be able to find this page on our page, and you will only be able to access it with this link. Anyone you share the link with will also be able to create a login for the private Chiefs Council pages.

Creating a new account

1. Once on the sign-up page, it will ask you for some details. You only need to fill out the following:
   First Name
   Last Name
   Email

2. There will be additional options, these are at your discretion:
   Send me email updates
   Send me text message updates
   Don't publish this on the website

3. Click **Sign up**

4. After that you will land on a page that will say **Please check your e-mail for a link to activate your account**

5. You will receive an email with the subject line **Thank you for joining**
   Open the email and click the text **Click here** to activate your account.

6. This will lead you to page requesting more details. You will only need the following:
   First Name
   Last Name
   Username
   Password

7. Once you have entered all the details, click **ACTIVATE ACCOUNT**

8. This will lead you to the home page, and you will be signed in.

Registering an existing account as a Chiefs Council Member

1. Once on the page the sign up will ask you for some details, you only need to fill out the following:
   First Name
   Last Name
   Email

2. There will be additional options, these are at your discretion:
   Send me email updates
   Send me text message updates
   Don't publish this on the website

3. Click **Sign up**

4. You will land on a Welcome! Page

Viewing Chiefs Council Documents

Website link: https://www.ubcic.bc.ca/chiefs_council

1. After you created your account, you will be able to see the restricted pages. Use the link or find the page with the following instructions:
   Hover the mouse over **Resources** at the top of the page
   Select **Chiefs Council**

2. Once on this page is where you will find the most current Chiefs Council or AGA kit

3. If you are logged in it will ask you to Please verify your password, and click **SIGN IN WITH PASSWORD**
   OR
   If you are not logged in, it will prompt a login page.
   Enter your email address and password
   Click **SIGN IN WITH EMAIL**

4. You will land on the page you have clicked, where you will find the documents related to Chiefs Council.