

Connecting to Your Organization as an Employee

This guide will highlight how to connect to your organization as an employee.

Please note that connecting with your current organization as an employee will give any organizational profile administrators access to your Learning Record. Once you have ended your employment in your profile they will no longer have access to your Learning Record.



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Track your growth, reach your potential.

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GREAT START TO Quality

Email Address

2

Password

☐ Remember me

3

Login


Forgot Password?

Create Account

Forgot Email Address?

1. Go to MiRegistry.org and click **Log In**.
2. Enter your email and password.
3. Click **Login**.

Accessing your Employment Tab




Welcome, Generic!

MiRegistry ID #203096

Provider ID Not Set / Primary phone number (888) 888-8888 / Primary Language English

Email: nwuatemails+individual@gmail.com

[Edit Profile Information](#)


MY MEMBERSHIPS

Career Pathway Level
Foundational Level One


Expires 05/31/2026

[Membership Alerts](#)

[Manage Memberships](#)

[Apply for Membership](#)

[Membership Card](#)


Employment


Primary Employer
Center Child Care Center

Title
Lead Caregiver/Teacher

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[View All Employment](#)

Last Updated 03/12/2025



Education

Highest Level of Education
High School Diploma/GED


[View All Education](#)


Professional Memberships and Contributions

[View All](#)



Training Hours
10.75

Time Frame
Current Calendar Year



Upcoming Training Events

You are not scheduled for any training events.

[View All My Training](#)


Reporting
See your data in a printable format.

[View Reports](#)


Notes

No Notes Available

There are currently no staff notes entered.

1. Click **View All Employment**.

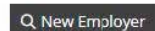
Page #2 | Updated August 2025 | Contact Us at support@miregistry.org

Entering Employment

Please add an employment record for every early childhood and school age position you hold or have held in the past.

- If you held more than one position for the same employer, enter a separate entry for each position.
- Enter an end date for any position which you no longer hold.

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 New Employer

 No job positions have been added.

Select "Find Employer" to add a position.

 Find Employer

 Filter Employers



Employer Name
abc

City
Search by City

Organization ID
Search by Organization ID

License
Search by License

License Source
Search by License Source

  2

Sort by Name Direction Ascending

Showing 1-25 out of 43


#23850
3 C's ABC
 Program 3 C's ABC / Child Care License ID / Effective 04/24/2023
 Organization Type Group Child Care Home
 Address / City Utica / State MI / Zip Code 48315-4809 / County Macomb
 Phone / Email

3

Select

#27253
ABC & 123 Learning
 Program ABC & 123 Learning / Child Care License ID / Effective 10/04/2021
 Organization Type Group Child Care Home
 Address / City Greenville / State MI / Zip Code 48838 / County Kent
 Phone / Email

Select

 Can't Find Your Employer?

Use this button for adding historical employment for programs no longer licensed or for out-of-state licensed programs. Also, programs that are not related to early learning or school-age programs.

 + Add New Employer

1. To add field related experience, select **New Employer**.
2. Enter Org ID or License Number or any other search criteria and click **SEARCH**. MiRegistry highly recommends searching by Organization ID or License Number (*if applicable*) to ensure you have located the correct profile. Unable to locate your organization's License Number? Use the CCHIRP [Statewide Facility Search](#) site to locate your employer.
3. Select your organization from the list. If your organization is not found, click **+ Add New Employer**. *Only use this button for adding historical employment for programs no longer licensed or for out-of-state licensed programs. Also, programs that are not related to early learning or school-age programs.*

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Employment Information

Title

Lead Caregiver/Teacher

Is this your primary employment?

☒ This is my primary employment
 ☐ Not my primary employment

Age of Children

☐ Infants (birth until one year)
 ☐ Toddlers (one year to 36 months)
 ☒ Preschool (36 months to kindergarten entry)
 ☐ School age (kindergarten entry through age twelve)
 ☐ Adults

Start Date

12/01/2024

End Date

mm/dd/yyyy

Hours per Week

40

Months Per Year

12

Compensation

☒ I receive an hourly wage

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Save

Close

4. Enter your position information.
5. Click **SAVE**.