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# CAGC Portal – (Enform Certificate Search)

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## CAGC INFORMATION ALERT

First Published 02 - 2010

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## Information Alert

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In an effort to create a more user friendly certificate search for our members, the CAGC has been collaborating with Enform to update the CAGC Certificate Portal.

The Portal has been updated so that users no longer have to search each certificate separately to ensure its validity; instead users can now enter the last six digits of the student certificate number into the Enform ID Search Field and all certificates registered to that ID will be returned. This search criteria was chosen so that users can be certain they are receiving valid and current information on true Enform tickets.

In order to access the Portal, users will require their own Enform Student ID. If you do not have an Enform ID, one can easily be created for you by filling out the online form found in the Members Login area on the Enform website ([www.enform.ca](http://www.enform.ca)). Upon verification of association membership (CAGC or CAPP), your account information will be emailed to you. When creating a user name and password you will be required to indicate a security question; this will allow for your password to be reset in case it is forgotten.

If you require access to the Faller's Certificate Search you will need to indicate this when requesting access to the CAGC Certificate Search, and vice versa.

When using the Portal:

- If a message appears at the top of the list saying "Please contact Enform for further information" that means the individual has been temporarily placed on the Remedial Training Program and you will have to contact Enform directly for more information.
- Any expired certificates will not be displayed.

**Please Note:** Petroleum Safety Training (PSC) no longer has an expiry date – yet will typically show up as being expired.

- In the situation that an individual has more than one Enform Student ID, each Enform ID will need to be entered separately; however the owner of the multiple Enform ID's can request to have them merged into one ID. This can be done by filling out the online request form on the CAGC Portal's main page under "What if I have more than one Enform ID?" Please note that you will have to submit a scanned image of the ID's you are requesting to have merged.

The Portal can be accessed one of two ways: via the CAGC's Home Page under Quick Links or under Members Login on Enform's Home Page.