

How to Consent to Release your Ryerson Email and Phone Number on HSPnet

Step 1 – Access the HSPnet site and click on Ontario on the map.



Step 2 – Log In with your Ryerson Student Number as the User ID and enter your password. Your HSPnet password* is not the same as your my.ryerson.ca password.

Velcome to	HSPnet-ON
User Login	
User ID:	Hint: Usually first initial + last name or email Students: student number
Password:	Log In Cancel
<u>Help with fo</u>	orgotten password

*For forgotten and/or expired passwords, email the Central Placement Office at Ryerson to request a password reset.

Step 3 – On your Welcome page, click the Consent tab

Welcome DemoBScNCollab HSPnet ID: HSP13624						
Email Help	Change Passwor	d Forgotten	Password Questic	Dn Log Out	Refresh View	
Messages	Current Placements	e-Orientation	Placement History	Site Selector	Site Prerequisites	Consent

Step 4 – Click the Pencil icon

Messages	Current Placements	e-Orientation	Placement History	Site Selector	Site Prerequisites	Consent
Consent						ø
Allow site c	ontacts to use my email	address (cpo@ry	erson.ca):		Yes	
Allow Site C	ontacts to use my phon	e number for con	tact tracing purposes	(123-4567-8910):	Yes	
HSPnet Co	nsent Form			-		
By Program	n: NursingCPO, BScN(Col	l)			Date Received: Aug 5	5/15



Step 5 – Check the boxes. Click the Green Check Mark to Save.



Once saved, your Consent page should indicate Yes, as seen here:

Messages	Current Placements	e-Orientation	Placement History	Site Selector	Site Prerequisites	Consent
Consent						I
Allow site contacts to use my email address (cpo@ryerson.ca): Allow Site Contacts to use my phone number for contact tracing nurposes (123-4567-8910)					Yes	