

First-Time Users: Creating an Account & Registering as a Researcher

Before You Begin

All first-time users are required to complete and submit a registration form via [Special Collections Access](#) to request materials from our collections and book an appointment.

University of Toronto Users

1. Navigate to <https://aeon.library.utoronto.ca/>
2. Under **UTORid Login**, click **Login or Register**:

UTORid Login

All active University of Toronto students, staff and faculty

A rectangular button with a thin blue border and a light gray background. The text "Login or Register" is centered in a blue, sans-serif font.

3. Enter your UTORid and password when prompted. You will then be redirected to the **First Time User Registration Form**
4. Read our policies and access guidelines on consulting the materials from special and rare-book collections
5. Enter the required information into the form
6. Click on **Submit Information** at the bottom of the page:

A rectangular button with a thin blue border and a light gray background. The text "Submit Information" is centered in a blue, sans-serif font.

Visiting Researchers

1. Navigate to <https://aeon.library.utoronto.ca/>

2. Under **Non-University of Toronto Users**, click **Login or Register**:

Non-University of Toronto Users

Patrons without a UTORid

Login or Register

3. On the next page, click on the **First-Time Users** link:

 [First Time Users](#)

4. Read our policies and access guidelines on consulting the materials from special and rare-book collections

5. Then, at the bottom of the page, click on **First Time Users Click Here**:

First Time Users Click Here

6. You will then be redirected to the **First Time User Registration Form**

7. Read the policies and access guidelines on consulting special collections

8. Enter the required information into the form

9. Click on **Submit Information** at the bottom of the page:

Submit Information

Visiting Researchers without an Email Address

Please visit the [reference desk](#) in-person for assistance with registering. It is open for registration from Monday to Friday, 9:30 am–4:00 pm.

We will ask you to submit a completed registration form and provide a piece of personal identification that includes your name, current address, and photograph to register for the purposes of consulting the collections.

Last updated: April 23, 2024

Source URL: https://library.vicu.utoronto.ca/collections/special_collections/account