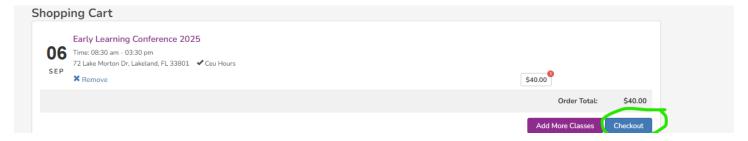
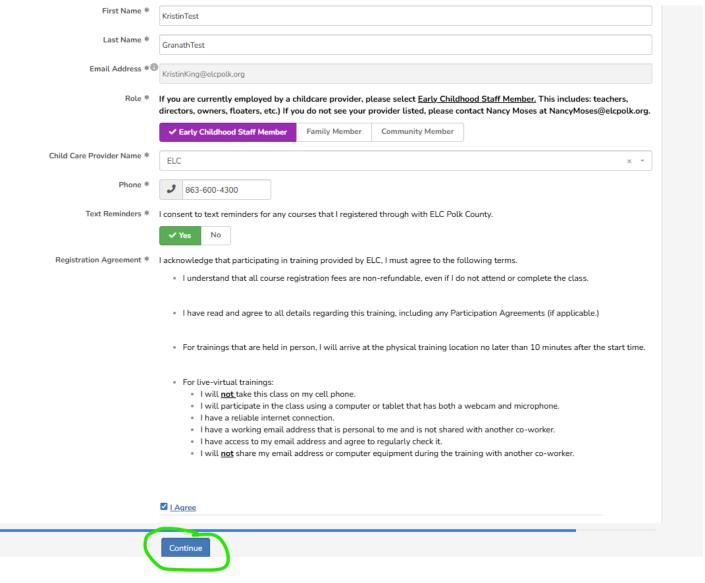
## **Training Course Checkout**

Step 1: After selecting the course, you would like to register for, you will be directed to this screen. If the course has no fee, you will select "checkout" and be able to register.

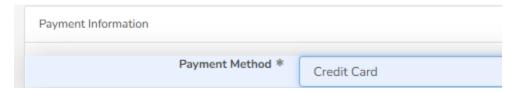
If the course has a fee, you will select "checkout" and proceed with the instructions below.



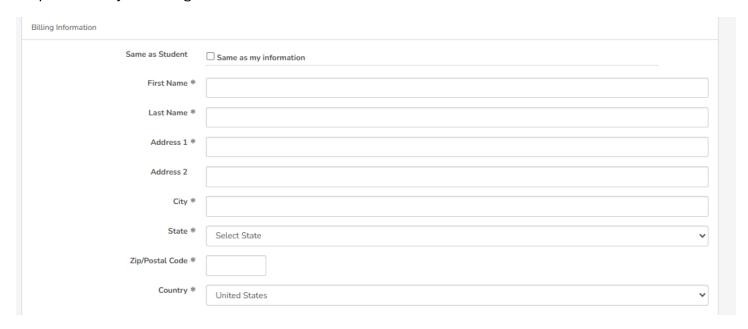
Step 2: Confirm your information on this screen. Then select "continue."



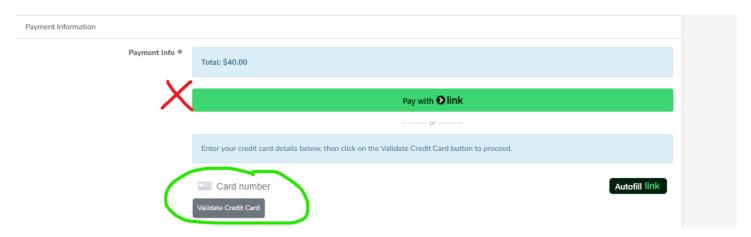
Step 3: Under "Payment Method" select "Credit Card." (If you are using a debit card, you will still select credit.)



Step 4: Fill out your billing information.



Step 5: Enter your card number above the words "Validate Credit Card". **Do not** use the "Pay with link" section.



Enter the expiration date and CVC (3 digits on the back of the card.)



## Step 6:

Select "Complete Registration" after your card information has been entered. You will then be registered for the course and receive a confirmation email of your registration.

