

How to Purchase a Course from:

<http://chilliwackeldercollege.ca/courses/>

1. Click or tap onto '[Spring 2018 Courses](#)'. You are now in Amilia, our secure registration payment system.
2. Select a course you are interested in. If you already know the course details and want to immediately register for this course, **click or tap** the green '**Session**' button. Skip to step #5.
3. To read the course details, **click or tap** the blue **course title**.
4. When you are ready to register for this course, **Click or tap** the green '**Register**' button on the right side of the course information.
5. You are now at the 'Log in' window. If you have an ElderCollege online account, enter your email address and password and **click or tap** the green '**Log in**' button. If you cannot remember your password, underneath the green '**Log-in**' button, **click or tap** '**reset your password**' and follow the directions. If you do not have an online account, underneath the green '**Log-in**' button **click or tap** '**Create an account**'. Follow the directions.
6. Once you are logged in, you will come to the 'Select participants to register' window. A summary of the course information is show. **Click or tap your name to add this course to your cart**. This is an important step often missed by first time users. **Your annual \$12 Student Membership is automatically added to your cart if you do not have already have one.**
7. **Click or tap** '**Checkout**'. Verify your order information and **click or tap** '**Checkout**'. Verify your contact information and **click or tap** '**Continue my purchase**'.
8. **Click or tap** '**Credit card**' or '**E-check**' as your preferred method of payment. Enter your payment information and you are done!
You will find an invoice for this purchase in your email in-box within 1-2 minutes. Click the blue & white '?' button in the right lower corner if you need more help.