

On-line enrolment for Members

1. Login

Login	<p>Login with your Member number (on your badge) or email address and Password.</p> <p>If you have forgotten your password, please select that option. Password information will be emailed to you.</p>
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2. Select your Course/s and Pay your Membership fee

Home View Member Details Edit Member Details View or select Courses	<p>Once you are logged in, click on View or Select Courses</p>				
<ul style="list-style-type: none"> • Courses with free places are white, new courses are green, blue courses are full and you will be waitlisted. • You can sort Courses in various ways by clicking on column headings (eg Course, Day) • Or filter by Parent Code (eg EXE: Exercise courses) • Find more information by clicking the Course name. 					
<input checked="" type="checkbox"/> 18DISH10 Hot off the press	<p>Tick the box next to a course/s to select</p>				
Confirm Selections	<p>Confirm Selections</p>				
Finalise Courses, and if necessary, Invoice & Payment	<p>On the next screen, Finalise selections and pay your Membership fee**.</p>				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="font-size: small;">18EXE10 Tai Chi: Beginners & Intermediate 09/02/2018</td> <td style="text-align: right; font-size: small;">No charge Remove</td> </tr> <tr> <td style="font-size: small;">18GAM13 Social Bridge 13/02/2018</td> <td style="text-align: right; font-size: small;">No charge Remove</td> </tr> </table> <p style="font-size: small;"> Finalise Courses, and if necessary, Invoice & Payment You must click this button to enrol Remove all selections Go Back ← </p>	18EXE10 Tai Chi: Beginners & Intermediate 09/02/2018	No charge Remove	18GAM13 Social Bridge 13/02/2018	No charge Remove	<p>Or you have the option to Remove a course or all courses and Go Back to the previous screen</p>
18EXE10 Tai Chi: Beginners & Intermediate 09/02/2018	No charge Remove				
18GAM13 Social Bridge 13/02/2018	No charge Remove				

** Membership fee

You can pay this on-line using **PayPal** which is safe and secure.

If you do not have a PayPal account, you can pay using your credit or debit card by clicking on the **Submit Payment** button which will take you to the PayPal page.

On this page, below the Log In button is an option **Pay with a Card**. Use this if do not have a PayPal account.

When you have paid, please ensure that you click on the **Return to Your U3A** button to ensure that your payment is updated in our records. Please print a copy of the invoice for your records.

You can also pay at **U3A Mornington Office (10am -2pm weekdays)** with credit or debit card. (Cash and cheques are not accepted)