

Steps to Enroll

In order to enroll, please follow the steps below.

1. Visit our Certificate Program offerings here:
<https://extension.fullerton.edu/professionaldevelopment/certificate>.
2. Choose the course you want to enroll in and select **Add to Cart**.
3. After you have the classes you want in your cart, enter the Referral Code **BA10CSUF** and select **Apply**.
4. Once the discount is applied properly, select **Checkout**.
5. Information About You – when you get to this point and this is:
 - a. Your first class registration, select **Create My CWID**. Complete the process.
 - b. Not your first class registration, select **What's My CWID**. Complete the process.
6. Complete all of the appropriate fields and agree to the **Terms of Service** and select **Confirm and Pay**.
7. Confirm the information is correct, choose payment method and upload a valid employment verification letter.
8. Select "**Proceed to Cashnet**."
9. You will receive an automated email of your registration request. Once the seat is assigned to you and your voucher has been processed, you will receive an email confirmation.
10. If you need to drop a course, contact our Student Services team at EIPconnect@fullerton.edu.

Questions?

If you have any questions, please email us at EIPconnect@fullerton.edu. Always include your full name and CWID in the email.