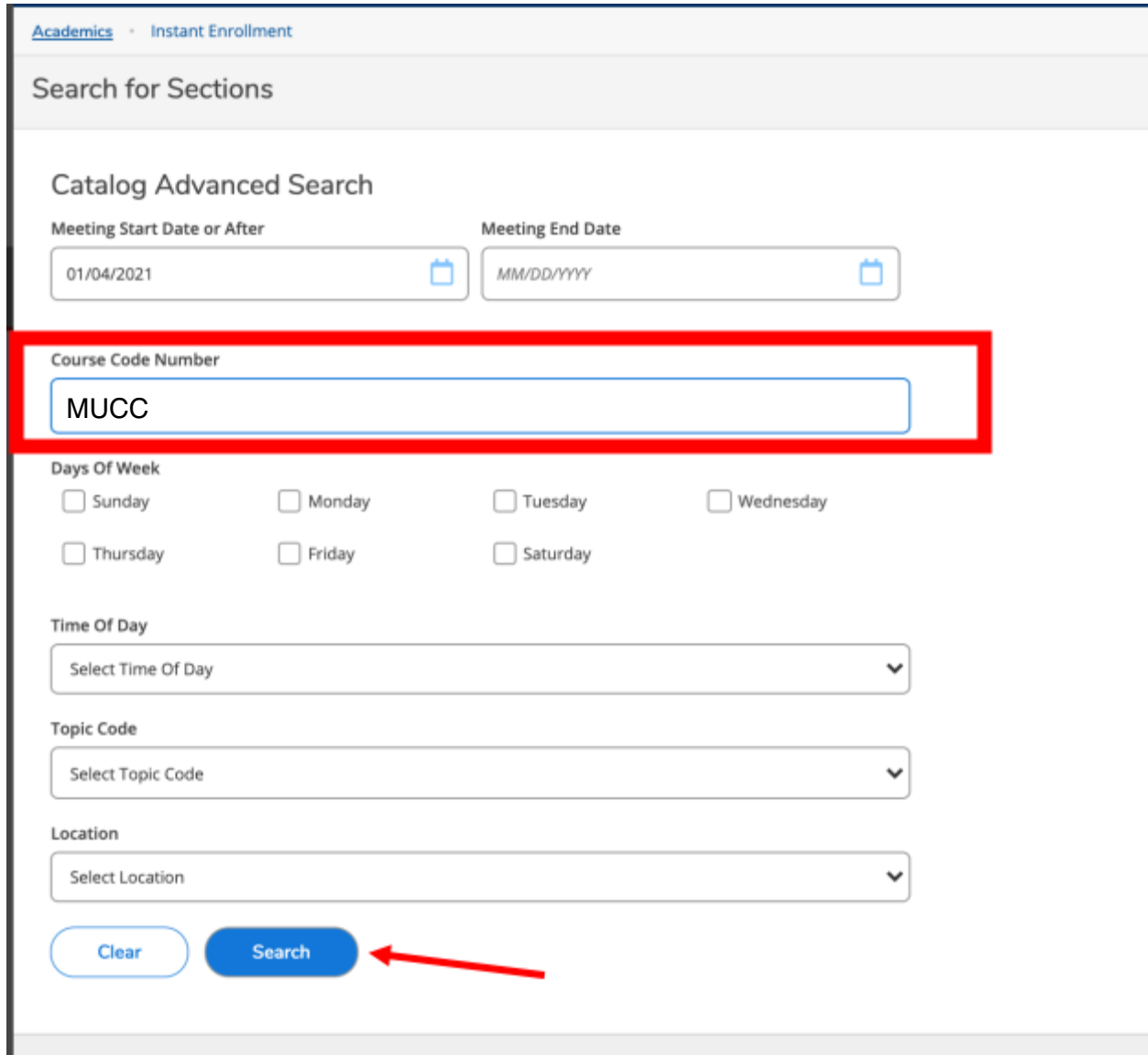


## How to Register and Pay with Instant Enrollment Summer Conference 2022”

**Step 1: Search the Catalog for Course(s) to enroll.**


**Step 2: Enter the course number in the Course Code Number Field  
and click “Search”**




Academics · Instant Enrollment

### Search for Sections

#### Catalog Advanced Search

Meeting Start Date or After: 01/04/2021 

Meeting End Date: MM/DD/YYYY 

**Course Code Number**


MUCC

Days Of Week


Sunday  Monday  Tuesday  Wednesday

Thursday  Friday  Saturday


Time Of Day

Select Time Of Day 

Topic Code

Select Topic Code 

Location

Select Location 

**Step 3: Choose the section(s) you wish to register for by clicking the blue “Select” button, then click blue “Add Section” button.**

*Course section codes [ONL= online], [F2F= face to face/ in-person classes]*

Search for Sections

Search for sections...

Filter Results

Advanced Search Selection: SM-110, Meeting Dates On or After 1/4/2021

Filters Applied: None

[SM-110-ONLJ](#)  
Intro to Sport Management

Seats	Times	Locations	Instructors
6	TBD 1/4/2021 - 1/29/2021	Distance Education Lecture	Hughes, D

Page 1 of 1

Section Details

SM-110-ONLJ Intro to Sport Management  
January Term 2021

Instructors Hughes, D ([dhughes@su.edu](mailto:dhughes@su.edu))

Meeting Information 1/4/2021 - 1/29/2021  
Distance Education, TBD (Lecture)

Dates 1/4/2021 - 1/29/2021

Seats Available 6 of 20 Total

Credits 3

Grading Graded, Audit

Requisites None

Course Description This course relates the concepts and functions of the manager to the specific realm of managing sport and sport organizations. It is intended to introduce first year students to the field of Sport Management. This course may not be taken by business students who are juniors or seniors. Three credits.

Books Total

Close Add Section

**Step 3:(continued).** Course(s) will be added to your cart. To continue with enrollment, click the blue “Next” button on the top right of your screen.



Search for Sections

[Back to Course Catalog](#)

Search for sections...

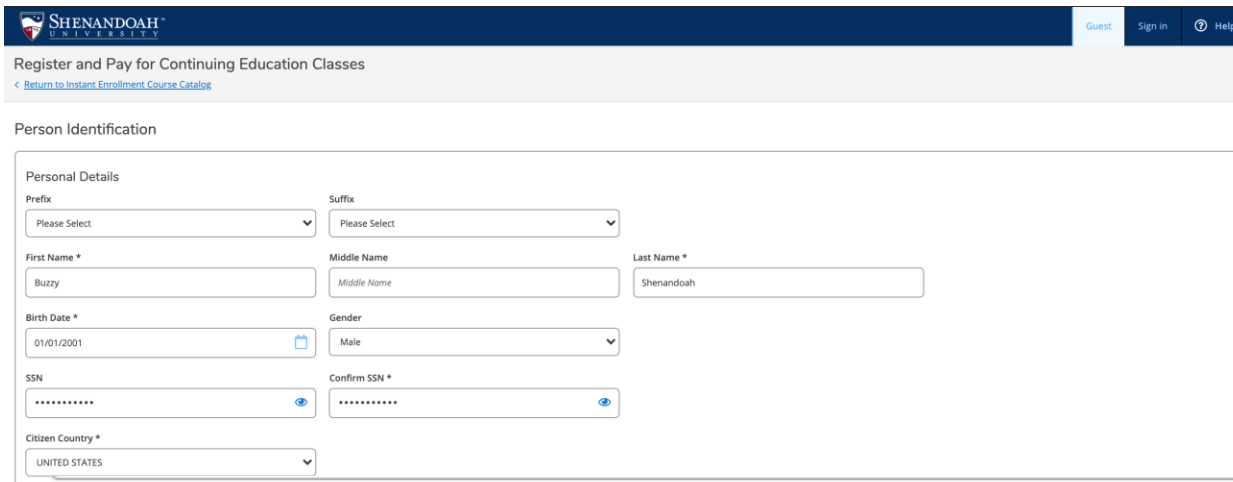
Cancel Next

Filter Results

Advanced Search Selection: Meeting Dates On or After 1/6/2021

Filters Applied: None

**Step 4: Complete all fields on the “Person Identification” page, select the blue check box at the bottom to certify information is correct, then click blue “Submit” button.**



SHENANDOAH UNIVERSITY

Guest Sign In Help

Register and Pay for Continuing Education Classes

[Return to Instant Enrollment Course Catalog](#)

Person Identification

Personal Details

Prefix: Please Select Suffix: Please Select

First Name \*: Buzzy Middle Name: Middle Name Last Name \*: Shenandoah

Birth Date \*: 01/01/2001 Gender: Male

SSN: \*\*\*\*\* Confirm SSN \*: \*\*\*\*\*

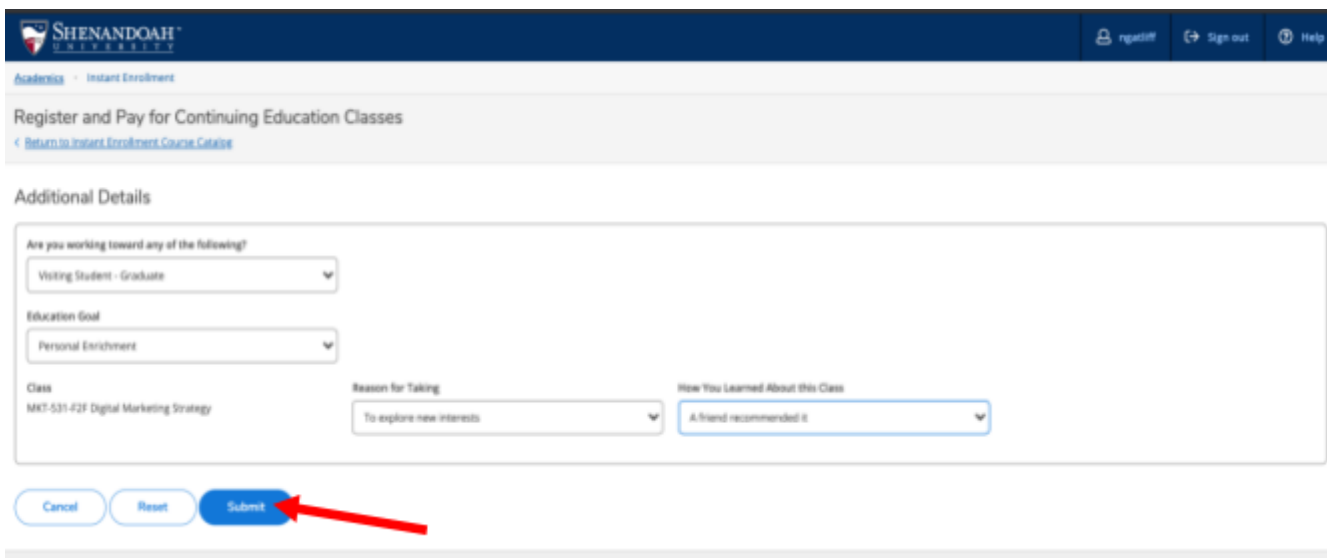
Citizen Country \*: UNITED STATES

I certify that I am the person described above, and that the information presented is correct to the best of my knowledge.



Cancel Reset Submit

**Step 5: Additional Details (See PART 2 FOR MORE INFO)**



SHENANDOAH UNIVERSITY

regaloff Sign out Help

Academics Instant Enrollment

Register and Pay for Continuing Education Classes

[Return to Instant Enrollment Course Catalog](#)

Additional Details

Are you working toward any of the following?  
Visiting Student - Graduate

Education Goal  
Personal Enrichment

Class  
MKT-531-42F Digital Marketing Strategy

Reason for Taking  
To explore new interests

How You Learned About this Class  
A friend recommended it

Cancel Reset Submit

Step 5 PART 2 : Complete the “Additional Details” page and click “Submit.”  
QUESTION 1 MUST BE ANSWERED to ensure the registration will process correctly.

**Question 1: Are you working toward any of the following?**

**Select: Visiting Student-Graduate**

Register and Pay for Continuing Education Classes  
[Return to Instant Enrollment Course Catalog](#)

Additional Details

Which of the following are you working toward?  
\*

- ✓ Please Select
- Visiting Student - Education Outreach
- Visiting Student - Graduate
- Visiting Student - Life Long Learning
- Visiting Student - Undergraduate

Class  
MUCC-497-ASTA Trends & Practices in Music Ed

Reason for Taking  
Please Select

**Step 6: Choose your payment method and click “Proceed to Payment.”**

\* A nonrefundable 1.5% surcharge is imposed on the transaction amount of all credit card payments. A surcharge is not imposed on the usage of Debit cards. Electronic Checks can be made online, a \$3.00 fee will be applied to electronic check.

Academics - Instant Enrollment

Register and Pay for Continuing Education Classes  
[Return to Additional Information Form](#)

Pay for Classes

Before registering, you can choose to address these classes.

Seats	Times	Locations	Instructors
4	TBD 1/8/2021 - 1/29/2021	Distance Education Lecture	Hughes, D

SM 119-001U Intro to Sport Management \$495.00 [Delete](#)

[Add More Classes](#)

Courses Summary

SM 119-001U Intro to Sport Management	\$495.00
Total	\$495.00

Payment Details

Click Proceed to Payment to pay the section's cost

Payment Methods \*

VISA (E.com)

[Cancel](#) [Proceed to Payment](#)

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## Step 7: Review your purchase and click “Pay Now”

Payment Review

[Return to Pay for Classes](#)

Payment Information	
Item	Amount
SM 110-0M1 Intro to Sport Management	\$495.00
Credit Card Convenience Fee	\$7.43
<b>Total Cost</b>	<b>\$502.43</b>

Payment Method: VISA (E-card)





[Pay Now](#)

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## Step 8: If paying by credit or debit card, enter payment information and click “Pay Now”

› Pay with credit or debit card

Card number

Expiration date mm / yy  /

CSC (optional)

[What is this ?](#)

[Pay Now](#)

### Cancel Transaction

After the payment and/or enrollment has been processed, you will receive a “Class Acknowledgement” email. Please save this email as a reference.

If you have any questions or have any issues registering, please email your program administrator or email [hornetcentral@su.edu](mailto:hornetcentral@su.edu) for assistance.