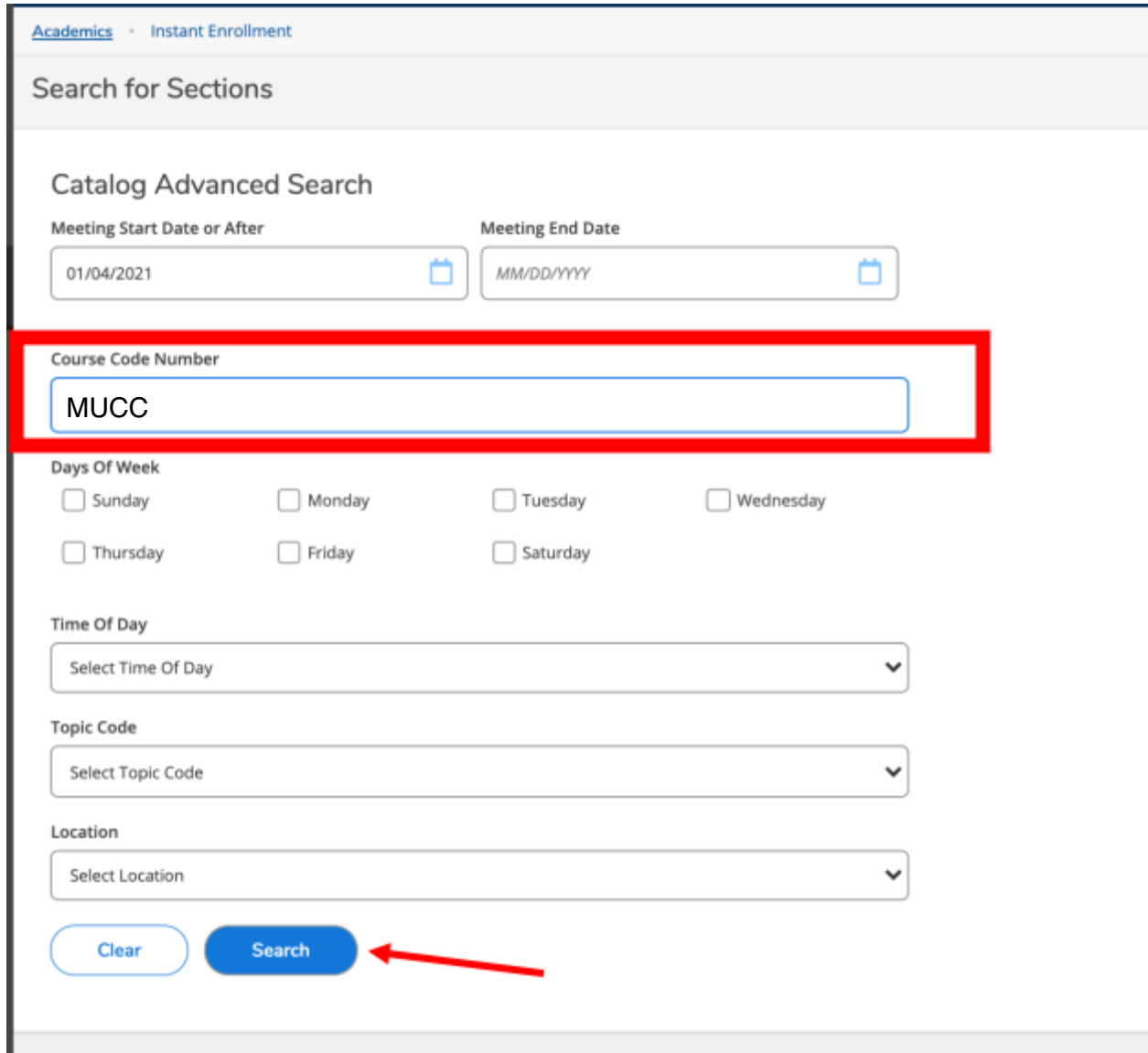


How to Register and Pay with Instant Enrollment CCM Summer Conference

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


Step 2: Enter the course number in the Course Code Number Field (in this example we are using MUCC 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...

Cancel Next

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)

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.

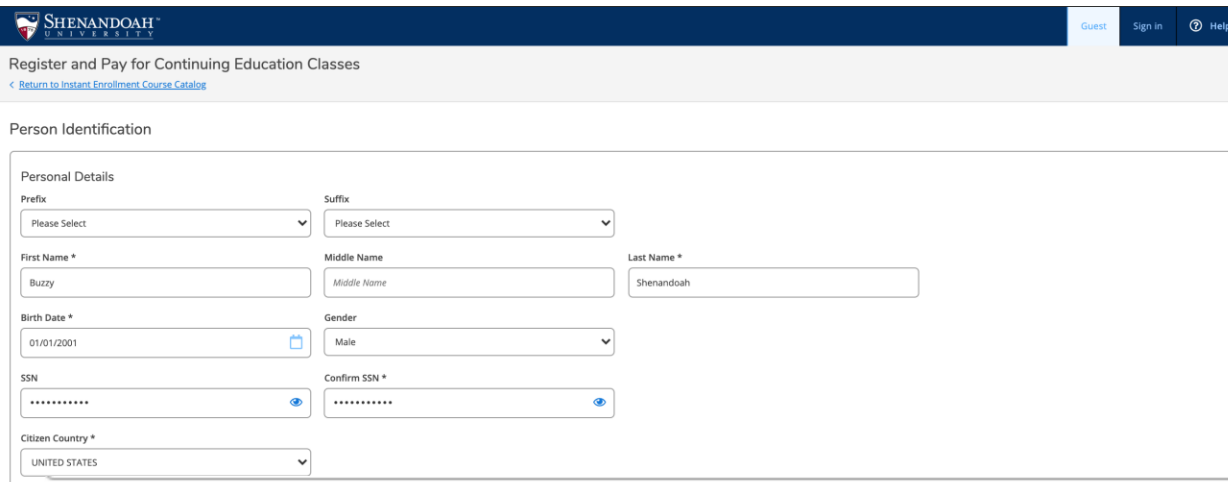
Books Total

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.



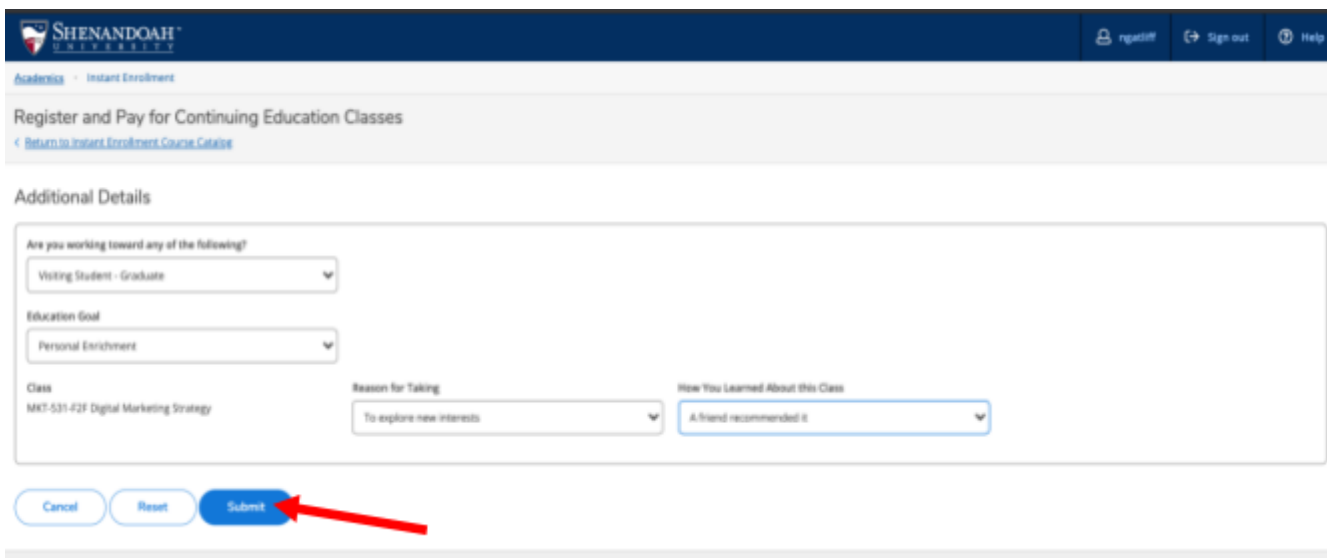
Step 4: Complete all fields on the “Person Identification” page, select the blue check box at the bottom to certify information is correct, then click blue “Submit” button.



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



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



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?

Vocal Pedagogy/CCM Select: Visiting Student-Graduate

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

Additional Details Vocal Pedagogy/ CCM Select: Visiting Student-Graduate

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% service fee is imposed on the transaction amount of all credit /debit card payments.
Electronic Checks can be made online, a \$3.00 fee will be applied to electronic check.

The screenshot shows the 'Pay for Classes' interface. On the left, a table lists the course 'SM-119-0M1 Intro to Sport Management' with a price of \$495.00. The table has columns for Seats, Times, Locations, and Instructors. On the right, there is a 'Courses Summary' section showing the total cost of \$495.00. Below that is the 'Payment Details' section, which includes a dropdown menu for 'Payment Methods' currently set to 'VISA (E-com)' and a 'Proceed to Payment' button highlighted with a red arrow.

Seats	Times	Locations	Instructors
6	TBD 11/8/2021 - 1/29/2021	Distance Education Lecture	Hughes, D

© 2010-2021 Edupoint Company L.P. and its affiliates. All rights reserved. (version 2.29.1.0) Edupoint

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

Payment Review

[Return to Pay for Classes](#)

Item	Amount
SM-110-OMJ Intro to Sport Management	\$495.00
Credit Card Convenience Fee	\$7.43
Total Cost	\$502.43

Payment Method: VISA (E-card)





[Pay Now](#)

© 2000-2021 Educan Company L.P. and its affiliates. All rights reserved. (Version 2.29.1.8) [Privacy](#)

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 /

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 for assistance.