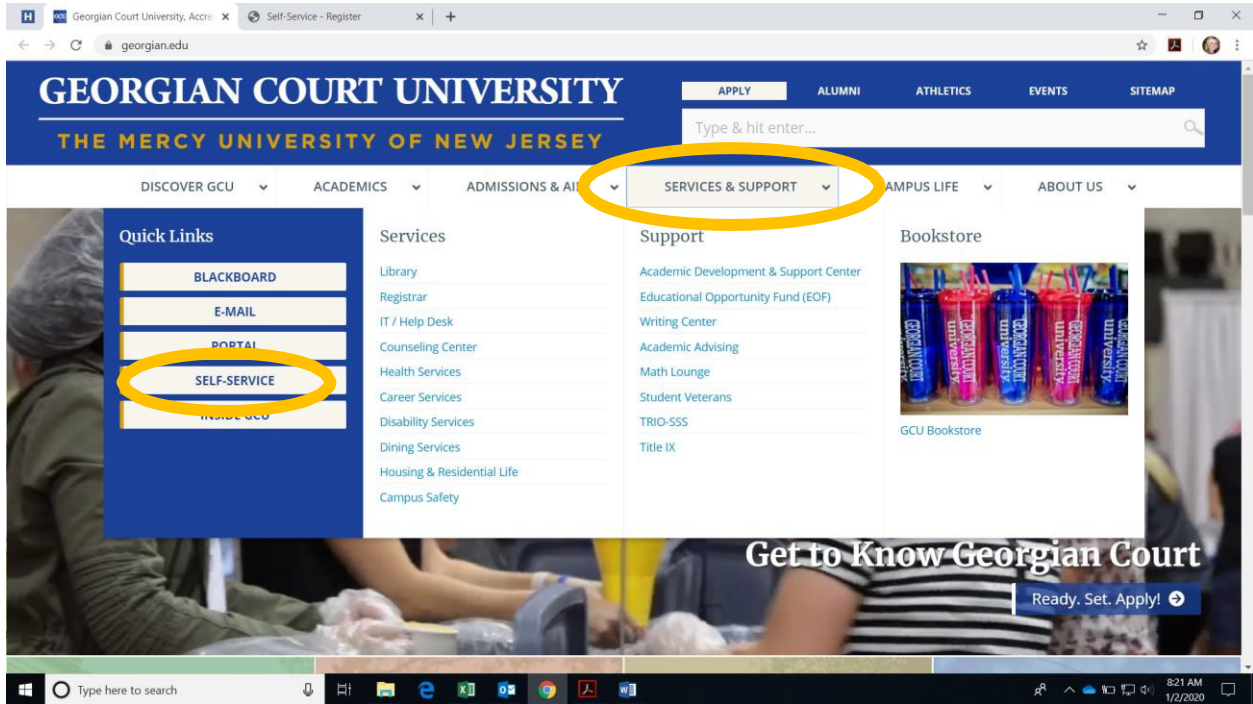
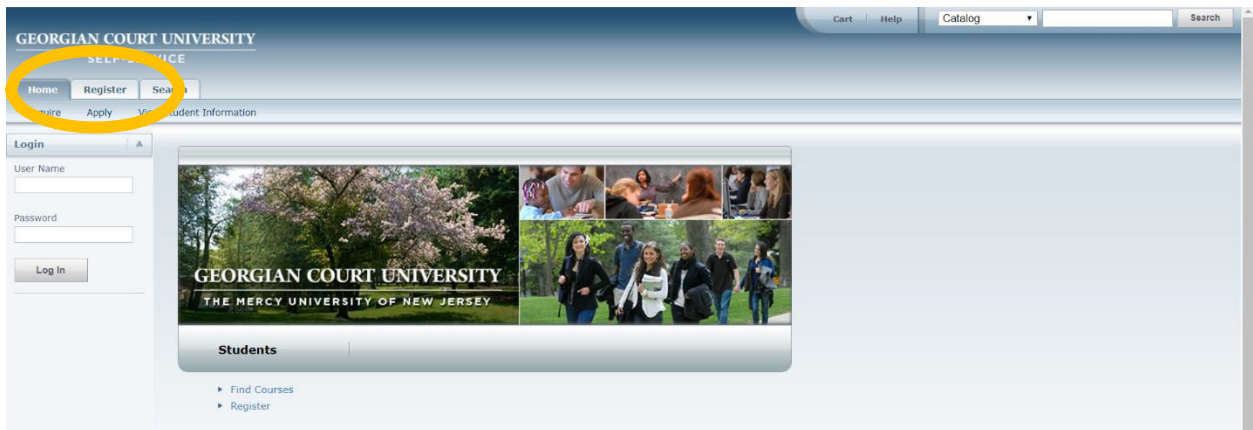


From the www.Georgian.edu homepage select “SERVICES & SUPPORT” tab and then select “SELF-SERVICE” from the menu on the left.



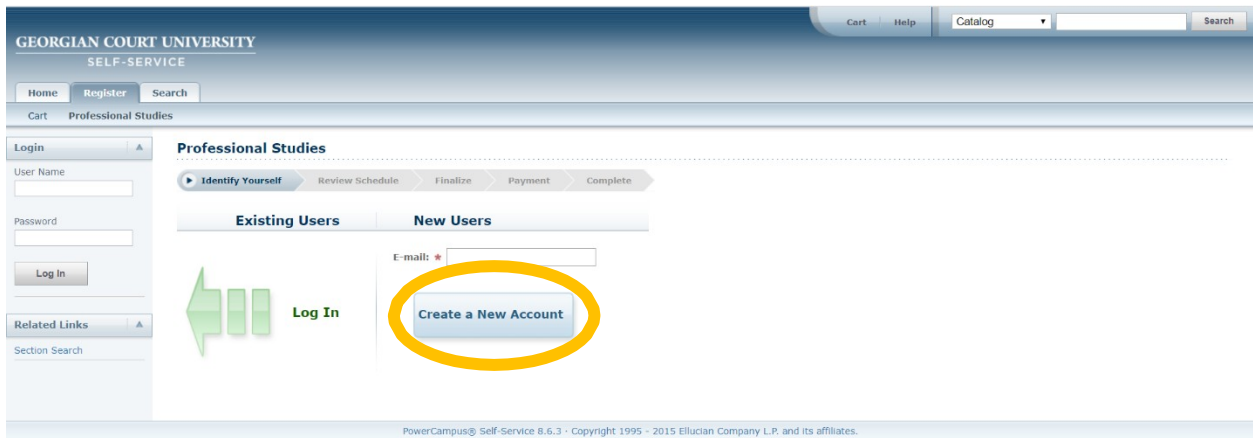
Select “REGISTER” from the top menu.



Select "PROFESSIONAL STUDIES" from the top menu.



Log-in with your credentials, or select "CREATE A NEW ACCOUNT".



Enter required information.

Identify Yourself | Review Schedule | Finalize | Payment | Complete

Before you can register for courses, you must identify yourself. Please enter the following information and then select Next. Your password must be at least 7 characters long and should include numbers, upper-case and lower-case letters, and at least one special character (like !, @, #, %, \$, &, or _).

* = Required

Account Information

Password *

Confirm Password *

E-mail Address * test123@georgian.edu

Security Question *

Security Answer *

Personal Information

Prefix

First Name *

Middle Name

Last Name Prefix

Last Name *

Suffix

Former Last Name

Date of Birth * 12/

Government ID

Address Information

Address Type *

House Number

Address Line 1 *

Once your account is created, select "FIND COURSES".

Professional Studies

Identify Yourself | Review Schedule | Finalize | Payment | Complete

Courses to Add

Your cart is empty.

Find Courses to add to your cart.

Registered Courses

Course	Date	Credits	Credit Type	Schedule	Location
Small Business HR -ncbu002 /Lecture /1	2/18/2020 - 2/20/2020	0.00	Grade	Tue, Thurs, 6:00 PM - 9:00 PM;	Georgian Court University, Jeffries Hall, Room TBA

Instructors:

Previous Next

Use "BASIC or ADVANCED KEYWORDS" to search for the course(s) you would like to register for.

Section Search

Basic Search | Advanced Search

Keywords:

Course Code:

Registration Type: Traditional Continuing Education Both

Results Per Page: 10

Locate the date/time of your choice and select "ADD".

Section Search

Found 2 results for Keywords = 'Driving' and Registration Type = 'ContinuingEducation'.

Showing 1 - 2 of 2

Course	Date	Session	Credits	Fees	Schedule	Available Seats	Action
Natl Safety Council: Defensive Driving NCCONED001/Lecture/1	3/15/2020 - 3/16/2020	Continuing Education	0.00	Prof. Studies Fee:\$99.00	Monday 9:00 AM - 3:30 PM; Georgian Court University, Jeffries Hall, Room TBA	25 of 25	Add
Natl Safety Council: Defensive Driving NCCONED001/Lecture/2	5/15/2020 - 5/16/2020	Continuing Education	0.00	Prof. Studies Fee:\$99.00	Friday 9:00 AM - 3:30 PM; Georgian Court University, Jeffries Hall, Room TBA	25 of 25	Add

Instructors:

Select to "VIEW CART" or "PROCEED WITH REGISTRATION" to select another course or proceed to payment screen.

The screenshot shows the Georgian Court University self-service portal. The top navigation bar includes 'Home', 'Register', 'Classes', 'Finances', 'Grades', 'Search', and 'My Profile'. The 'Section Search' results show two entries for 'Natl Safety Council: Defensive Driving'. The first entry is highlighted with a yellow circle around the 'View Cart' and 'Proceed to Registration' buttons. A 'Course Added' pop-up message is visible, stating 'Natl Safety Council: Defensive Driving: NCCONED001/Lecture/1 was added to your cart.' The second entry shows the course details, including the date (5/15/2020 - 5/15/2020), session (Continuing Education), credits (0.00), and instructor (Prof. Studies). The fee is listed as \$99.00. The course is scheduled for Friday 9:00 AM - 3:30 PM in Jeffrey Hall, Room TBA.

Course	Date	Session	Credits	Course Added
Natl Safety Council: Defensive Driving NCCONED001/Lecture/1	3/16/2020 - 3/16/2020	Continuing Education	0.00	Natl Safety Council: Defensive Driving: NCCONED001/Lecture/1 was added to your cart. View Cart Proceed to Registration
Natl Safety Council: Defensive Driving NCCONED001/Lecture/2	5/15/2020 - 5/15/2020	Continuing Education	0.00	Prof. Studies Fee:\$99.00 Friday 9:00 AM - 3:30 PM; Georgian Court University, Jeffrey Hall, Room TBA Add

ENSURE THAT YOUR POP-UP BLOCKER IS TURNED OFF OR THE PAYMENT SCREEN MAY NOT LOAD.

IF PAYMENT SCREEN DOES NOT LOAD, YOU MAY NEED TO DELETE THE COURSE AND ADD IT BACK TO YOUR CART TO PROMPT PAYMENT SCREEN.