I.E. REGISTRATION PROCEDURE

1. Press and hold the control key down and click this website link
https://webadvisor.govst.edu/WebAdvisor/WebAdvisor?TOKENIDX=2551558893&type=M&constituency=WBCE&pid=CORE-WBCE

OR www.govst.edu/oke

School of Extended Learning

One of the big ideas that we have been pursuing since GSU was founded more than 40 years ago is to make education accessible.

We know that on-campus daytime classes just aren’t possible for many students because of work and family schedules or active military service. We also know that many students – often GSU alumni who found their love for learning here – want to keep on learning for a lifetime. The School for Extended Learning is designed to meet those needs and more.

Registration Home Page [click here]

Fall 2014 Schedule of Classes
Welcome to Governors State University Continuing Education and School of Extended Learning registration page.

Register Here ➔ then click here

Start here

User Account
What’s my User ID?
What’s my password

Registration
Register and Pay for Continuing Education Classes

Financial Profile
Pay on My Account

Academic Profile
3. Use the search boxes below for a specific class or click "SUBMIT" at the bottom of this page to view all classes offered.

Click here

Select this for the GSU Concert Chorale

or this for The Knowledge Exchange

don't forget submit!

4. Select Class Name and Title: CE-MTO1-81 GSU Concert Chorale

click in box

then click here
Everything with an asterisk (*) must be filled in.

Please give at least 1 phone number.
Are you Hispanic or Latino?  
- Yes  
- No

Select One or More Races

Birth Date (mm/dd/yyyy)*

Gender*

Citizenship Country*  
- United States

You must certify in order to proceed. I certify that I am the person described above, and that the information presented here is correct to the best of my knowledge.

[Check box]

Submit

Additional Registration Info

Two entries on this form are required.

* = Required

Educational Goal  
- Personal Enrichment

<table>
<thead>
<tr>
<th>Course Name and Title</th>
<th>Reason For Taking Course*</th>
<th>How You Learned of This Class*</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE-MT01-01 GSU Concert Chorale</td>
<td>Just for fun</td>
<td>A friend recommended it</td>
</tr>
</tbody>
</table>

Submit
8. Click down arrow and select "Register now (check out)."

Click down arrow & select card type. Don't forget this one.

<table>
<thead>
<tr>
<th>Price</th>
<th>Course Name and Title</th>
<th>Meeting Information</th>
<th>Start Date</th>
<th>End Date</th>
<th>Faculty</th>
<th>Credits</th>
<th>CEUs</th>
<th>Location</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50.00</td>
<td>CE-MT01-01 GSB Concert Chorale</td>
<td>02/10/2015-04/27/2015 Continuing Education Monday 07:30PM - 09:30PM, E Building, Room E1500</td>
<td>02/10/15</td>
<td>04/27/15</td>
<td>To be Announced</td>
<td>0.00</td>
<td>Main Campus</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Amount Due: $50.00
### Governors State University
### Instant Enrollments

**PAYMENT INFORMATION**  >  **PAYER INFORMATION**  >  **REVIEW & SUBMIT**  >  **COMPLETE**

#### Payment Amount

$50.00

#### Payment Method

- **Debit Card or Credit Card**

<table>
<thead>
<tr>
<th>Card Number</th>
<th>Expiration Date</th>
<th>Security Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>fill in</td>
<td>04 - Apr 2019</td>
<td>3 digit # on back</td>
</tr>
</tbody>
</table>

Please note you will not be charged until you Submit at end.

---

**Cancel**

**Continue**
<table>
<thead>
<tr>
<th>Payment Method</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>VISA Ending in 0533</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Terms and Conditions:**

Completion of a payment transaction is contingent upon both the authorization of payment by your card company and acceptance of your payment by the entity you are paying. In the event that your payment is unable to be processed, Official Payments will attempt to notify you at least once using the contact information you have provided. In the event your payment is not processed or authorized by your card company or the applicable entity you are seeking to pay fails to accept your payment your payment liability shall remain outstanding and unpaid and you will be subject to all applicable penalties, late fees and interest charges assessed by

Please note **you will not be charged until you Submit at end.**
Governors State University
Instant Enrollments

PAYMENT INFORMATION > PAYER INFORMATION > REVIEW & SUBMIT > COMPLETE

Review And Submit

<table>
<thead>
<tr>
<th>Payment Method</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>VISA Ending in</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

Account Information

Name
Street Address
City
State
Zip Code
Country
Phone
Email

It is only necessary to click the "Submit" button once. Clicking the "Submit" button multiple times may result in the processing of multiple payments.
Your payment is being processed.

Please wait while your payment is being processed.

- In just a moment, we will display your printable digital receipt and confirmation number.
- If you do not receive a confirmation number, please do not reprocess your payment. To avoid multiple charges, please contact Customer Service at 800-487-4567 for assistance.
- If you do not see the animated bar on this screen, click here.
- Do not use your browser's "Back" button.

Processing My Credit Card Payment

You should receive a confirmation email containing the details of your payment. If you do not receive a confirmation email, contact your help desk.

Your payment has been processed. Please click OK to view the details of your transaction.

OK

14.

15.

click here. this processes your confirmation e-mail.
Your payment has been completed successfully. Thank you.

<table>
<thead>
<tr>
<th>Confirmation Number</th>
<th>Date &amp; Time</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Wednesday, November 5, 2014 10:53AM CT</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Account Information**
- Name
- Street Address
- City
- State
- Zip Code
- Country
- Phone
- Email

Instead of clicking print, hit ctrl p on your keyboard and print from the popup box.

You may also have to click the back button that shows up here afterward.
Thank you for using WebAdvisor!

Please print this page to keep for your records. Contact our Continuing Education Office if you need further assistance.

Thank you for your on-line registration. Our system shows that you have registered for the class(es) below. For questions, please contact the Office of Continuing Education in the School of Extended Learning at 708.534.4098 or www.govst.edu/ce. Sincerely,

Registrar
Governors State University

Receipt No:

Date/Time 11/05/2014 10:53:56

Merchant Governors State University
1 University Parkway
University Park IL 60464

Payer:

You have successfully registered for the following classes:

<table>
<thead>
<tr>
<th>Price</th>
<th>Course Name and Title</th>
<th>Meeting Information</th>
<th>Start Date</th>
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<td>02/18/15</td>
<td>To be Announced</td>
<td></td>
<td></td>
<td>0.00</td>
<td>Main Campus</td>
</tr>
</tbody>
</table>

Your account has been charged $50.00, which includes a $0.00 convenience fee, and reflects only the successful registrations listed above. Your credit card transaction number is 92256813.

Payment Method Control Number Authorization Code Transaction Number Description Total Amount

You have successfully registered for your class.