

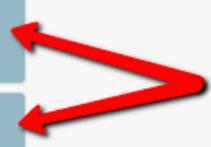
1. Once you are on noncredit.temple.edu/pascep, scroll down to the bottom of the page to view the courses that are available.

Courses		
The list of available courses is below. You can sort the list by the Course Number , Course Name , or Campus . To sort the list, simply click on the table heading (i.e. "Course Number", "Course Name", "Campus").		
Filter	Type here to filter...	
Course Number ^ v	Course Name ^ v	Campus ^ v
PASCEP0001	Basic Arabic	
PASCEP0002	Arabic Etymology & Semitic History	
PASCEP0003	Creating Professional Spreadsheets	
PASCEP0004	French Oral Communication	
PASCEP0005	The Journey from Africa to America	
PASCEP0006	Introduction to Spanish	
PASCEP0007	Web 2.0 For Social and Business Needs	
PASCEP0009	Etymology	
PASCEP0012	Sick of Being Sick?	
PASCEP0013	Grant Proposal Writing	Main
PASCEP0014	American Sign Language	

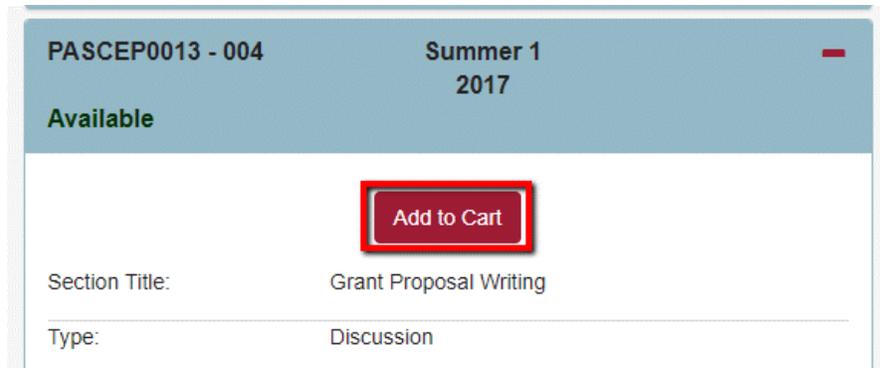
2. Click on a course you would like to register for to view the information and available sections.
3. Click on the plus sign next to the appropriate term you would like to register for to expand the section information.

Enroll Now - Select a section to enroll in

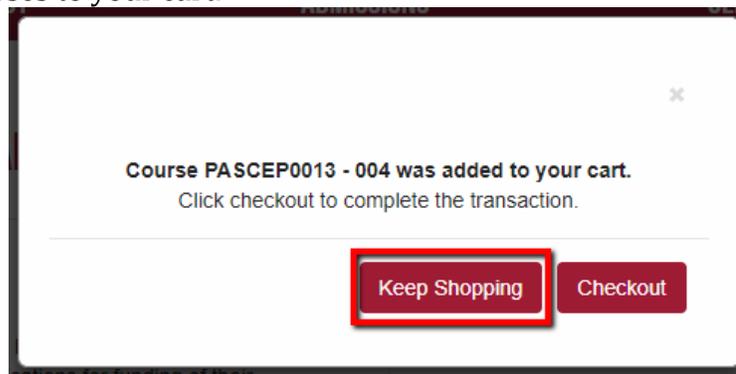
PASCEP0013 - 001	Spring 2015	+
Available		
PASCEP0013 - 004	Summer 1 2017	+
Available		



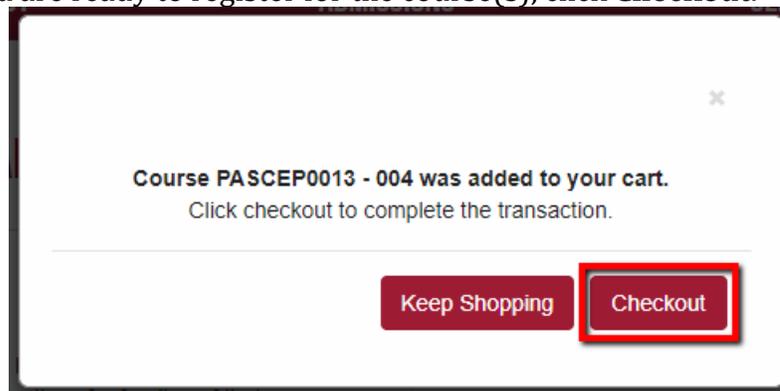
4. If you would like to register for a section, click **Add to Cart** on the appropriate section.



5. If you would like to register for more courses, click **Keep Shopping**. Continue to add courses to your cart.



6. When you are ready to register for the course(s), click **Checkout**.



You can also view your cart at any time by clicking the amount of **Items** below the shopping cart.



7. When checking out, you will be directed to your cart. After viewing the items in your cart, click **Checkout**.

CART

Keep Shopping Checkout

Courses

PASCEP0013 - 001 - Grant Proposal Writing Remove

Course Fee	\$40.00
Subtotal	\$40.00

CART TOTAL \$40.00

Keep Shopping Update Checkout

[Registration Policies](#)

8. Next, log in or create your account.
 - a. If you do not have an account (If you do have a DestinyOne account, skip to step b or skip to step c if you have a Temple AccessNet and Password):
 - i. Under **I am a new DestinyOne user**, enter and then re-enter your email address in the designated fields.

I am a new DestinyOne user

A user name and password will be emailed to you on completion of this transaction. Please enter your primary email to continue.

Email:

Retype Email Address:

- ii. Select the appropriate button whether the participant is over or under 18 years of age and click **Continue**.

Select one of the following options:

Participant is over 18 years of age

Participant is under 18 years of age

Continue

- iii. Create a **User Name** and a **Password** according to the guide lines listed.
 - iv. Fill out the other information to complete your profile. Fields with a red asterisk (*) is mandatory.
 - b. If you have a DestinyOne account:
 - i. Type your **User Name** and **Password** and click **Continue** under **DestinyOne Account Login**.
 - ii. View your profile information and make any necessary edits.
 - iii. Click **Continue Checkout**.
 - c. If you have a Temple University AccessNet and Password:
 - i. If you are a staff member or student of Temple University, you can log in with your AccessNet and Password by clicking **Continue with AccessNet** under **AccessNet Account Login**.
 - ii. Type in your **AccessNet Username** and **Password** and click **Login**.
- 9. After filling out/ updating your information, click **Continue Checkout**.



- 10. Make sure the **Pay online by credit card** option is selected.

Please select a payment method:*

 Pay online by credit card

I would like to pay by another method (your request will be forwarded to Registration for processing).

- 11. Click **Continue Checkout**.



- 12. View what is in your cart again and click the checkbox to confirm the **Policy Confirmation**.

Policy Confirmation

The policies, requirements, course offerings, schedules, activities, tuition, fees, location, and calendar of Temple University Continuing Education and Non-Credit programs are subject to change without notice at any time at the sole discretion of the administration. Such changes may be of any nature, including, but not limited to, the elimination of programs, classes, or activities; the relocation or modification of the content of any of the foregoing; and the cancellation of scheduled classes or academic activities. Payment of tuition or attendance of any class shall constitute a student's acceptance of the administration's rights as set forth in the above paragraph.

 I have read and understand the [drop, transfer, refund, security, and privacy policies](#) and approve charging the above indicated amount on my credit card.*

[Print Registration Policies](#)

- 13. Click **Continue Checkout**.

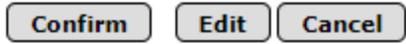


- 14. Click **Continue**.



- 15. Fill out the credit card information and click **Continue**.

16. Click **Confirm**. You can also **Edit** or **Cancel** the payment/payment information.



17. You are now registered for the course(s) and you will receive a receipt via email.