



Creating a New OLLI Jupiter Account and Becoming a Member

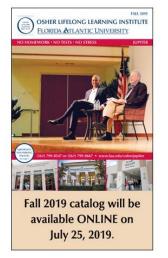


1. Open a browser (Internet Explorer, Chrome, Safari or Firefox) and go to:

www.fau.edu/osherjupiter

This will take you to our informational website (sample shown).







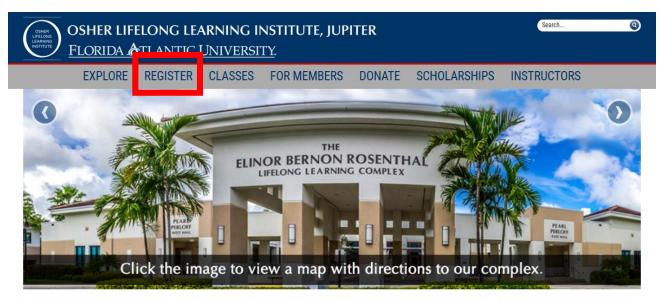








2. On the website, click on the **REGISTER** link located in the navigation bar.









FOR OUR E-NEWSLETTER





3. At the OLLI Jupiter Registration homepage, click on the **first link** that reads:

Osher LLI Jupiter Member Registration



Welcome to Osher Lifelong Learning Jupiter Online Registration

Please select one of the following options:

. Osher LLI Jupiter Member Registration

ewal fee during online signup

- * Entitles you to membership benefits, including:
- ** Registration for all Events, Lectures and Courses
- ** Early registration for Events, Lectures and Courses
- ** Discounted Member prices for Events, Lectures and Courses

2. Non-member Registration

- * Non-member registration *not* available for most Events or Lectures
- ** Excluding special one-time events, registering as a non-member online will automatically add a charge of \$60 (membership fee) to your total payment. You will also be assigned a member's ID number.

Osher Lifelong Learning Institute at FAU, Jupiter Phone: (561) 799 8547 E-Mail: Ilsjuptr@fau.edu

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4. In the next page, click on the **first link** that reads:

I have never registered online and need to activate my online registration account



Please select one of the following choices:

- 1. I have never registered online and need to activate my online registration account
- 2. I have already activated my online registration account and have created my password

Member ID:	
Password:	
	Login

Forgot your password? Click here to reset your password

Go Back

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5. In the next page, click on the **second link** that reads:

I have never been an Osher LLI Jupiter member and would like to become a member for the first time...

Please select one of the following choices:

- 1. I have been an Osher LLI member before and would like to activate my online registration account
- 2. I have never been an Osher LLI Jupiter member and would like to become a member for the first time I UNDERSTAND I WILL BE CHARGED THE \$60 MEMBERSHIP FEE IF I SIGN UP AS A NEW MEMBER

Go Back

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6. Fill out the form in the next page. Please include an email address, a phone number and at least one address.

(Part of form shown here)

Sign up to become a Member

To become a member, please enter your information and click continue.

After you have set up your account, you will be able to register for classes.

Your membership fee will be charged at the time of registration.

NOTE: YOU WILL BE CHARGED THE \$60 MEMBERSHIP FEE IF YOU SIGN UP AS A NEW MEMBER

Otherwise, If you are already a member or have taken classes and have your member ID

(Member ID is printed on your Catalog) Please click here to activate your account

First Name:			
Last Name:			
Middle Name:			
Nickname:			
Email:			
Password:			
Confirm Password:			
Gender:	Please Select ∨		
Former/Current Profession:	Please Select V		
How did you hear about us?	Please Select ~		
Membership Expiration Date:	Renew Membership		
Date Entered:			
Date Activated:			
Florida Info			
Street Address:			
Street Address: Community:			
Community: City:			
Community: City:	None V	<u>o</u>	
Community: City: State:	None V	<u>0</u>	
Community: City: State: Zip Code:	None V	<u>o</u>	
Community: City: State: Zip Code:	Florida Lookup Unde	<u>o</u>	
Community: City: State: Zip Code: Phone:	Florida Lookup Unde	<u>o</u>	
Community: City: State: Zip Code: Phone: Street Address:	Florida Lookup Under	<u>o</u>	
Community: City: State: Zip Code: Phone: Street Address: City: State or Province:	Florida Lookup Under	<u>o</u>	
Community: City: State: Zip Code: Phone: Street Address: City: State or Province:	Florida Lookup Under Out of State Info Please Select Please Select	<u>o</u>	

NOTE: Please fill out the section related to your vehicle if you intend to park your vehicle on campus.

This section can be found near the bottom of the form.

License Plate	#:	
License Plate Sta	te: Please Select ~	
Alternate License Plate	· #:	
Alternate License Plate Sta	te: Please Select V	

7. Once the form is completed, scroll to the bottom of the page and click on the Continue button.

(Part of form shown here)

Date Activated:			
Florida Info			
Street Address:	12345 Test Street		
Community:	None ~		
City:	Jupiter		
State:	Florida		
Zip Code:	33458 <u>Lookup</u> <u>Undo</u>		
Phone:	561-799-8547		
Out of State Info			
Street Address:			
City:			
State or Province:	Please Select V		
Country:	Please Select ∨		
Zip Code:	Lookup Undo		
Phone:			
	Mail to Out of State Address		
NOTE: Vehicles parking on FAU campus must have their license plates registered with FAU Traffic and Parking. To avoid penalities/fines it is imperative you provide your License Plate information below.			
License Plate #:	00000		
License Plate State:	Florida		
Alternate License Plate #:			
Alternate License Plate State:			
I do not have a license plate to register with traffic and parking because I will not be parking a vehicle at FAU			
	because I was not be parally a velloce at the		
(Se	Go Paperless Do not mail me receipts or catalogs and electronic receipts/guest tickets only.) Continue		

8. If successful, you will see a message saying that your account was created and your member ID displayed.

You can now proceed to update your profile or register for classes.

Your account was successfully activated. Your member ID = Please remember your member ID. You will need your memberID along with the password you just setup so that you can log in to our system and register for classes. Your login information will be emailed to you for your records also.

To view your profile page, click here To register for classes, click here

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9. To continue with signing up for an annual membership, click on the first link to view your Profile page (red box)

Your account was successfully activated. Your member ID = Please remember your member ID. You will need your memberID along with the password you just setup so that you can log in to our system and register for classes. Your login information will be

emailed to you for your records also.

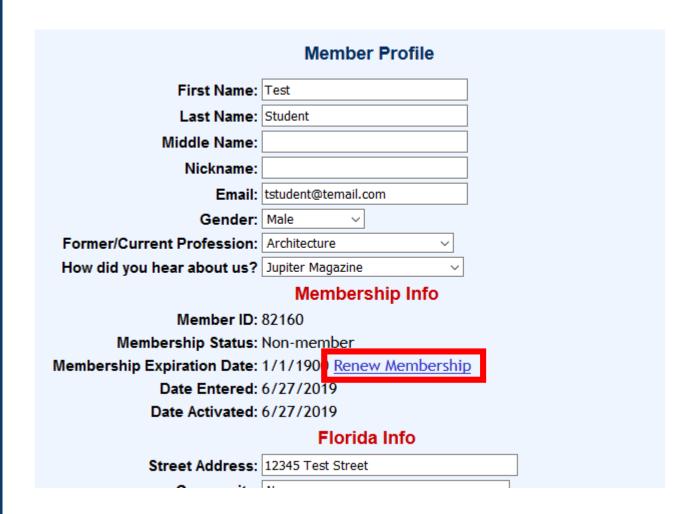
To view your profile page, click here

lo register for classes, click here

Osher Lifelong Learning Institute at FAU, Jupiter
Phone: (561) 799 8547 Fax: (561) 799 8563 E-Mail: Ilsjuptr@fau.edu

10. In your profile page, under Membership Info, click on the link that reads:

Renew Membership



11. In the next page, the cost for membership renewal will be shown (\$60 as of fall 2019).

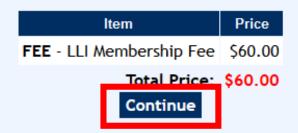
Click on the **Continue** button to verify vehicle license plate info.

Membership Renewal

ATTENTION OSHER LLI BOCA MEMBERS: If you

register online, you will be charged the \$60 NON-REFUNDABLE
MEMBERSHIP FEE. Please call the Osher LLI Jupiter office at 561-799-8547
for alternate registration methods and to verify your Osher LLI Boca
membership to avoid paying the non-refundable \$60 membership fee.

Customer: Test Student



12. In this page, review the form and update your license plate information if necessary, then click on the **Continue** button to review preferences for receipts and catalog delivery.

ATTENTION OSHER LLI BOCA MEMBERS: If you register online, you will be charged the \$60 NON-REFUNDABLE MEMBERSHIP FEE. Please call the Osher LLI Jupiter office at 561-799-8547 for alternate registration methods and to verify your Osher LLI Boca membership to avoid paying the non-refundable \$60 membership fee. NOTE: Vehicles parking on FAU campus must have their license plates registered with FAU Traffic and Parking. To avoid penalities/fines it is imperative you provide your License Plate information below. License Plate #: 00000 License Plate State: Florida Alternate License Plate #: Alternate License Plate State: Please Select I do not have a license plate to register with traffic and parking because I will not be parking a vehicle at FAU

13. In this page, use the dropdown menus to select where you want to receive your membership card (if eligible), receipts and catalog, or if you want to Go Paperless (applicable to receipts).

ATTENTION OSHER LLI BOCA MEMBERS: If you register online, you will be charged the \$60 NON-REFUNDABLE MEMBERSHIP FEE. Please call the Osher LLI Jupiter office at 561-799-8547 for alternate registration methods and to verify your Osher LLI Boca membership to avoid paying the non-refundable \$60 membership fee. Go Paperless Do not mail me receipts or catalogs (Send electronic receipts/guest tickets only.) Where should we send your Spring 2019 receipt/member card? Please Select In August where should we send your Fall 2019 catalog? Please Select Do not mail me a receipt/guest tickets for this transaction (send electronic receipt only.)

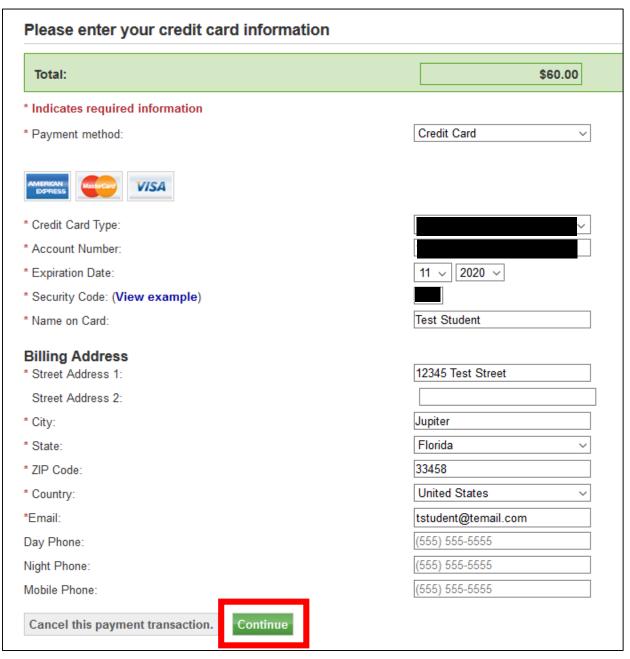
NOTE: You must select an option for both dropdown menus to complete the transaction. Once you select your options, the Pay Now button will appear.

ATTENTION OSHER LLI BOCA MEMBERS: If you register online, you will be charged the \$60 NON-REFUNDABLE MEMBERSHIP FEE. Please call the Osher LLI Jupiter office at 561-799-8547 for alternate registration methods and to verify your Osher LLI Boca membership to avoid paying the non-refundable \$60 membership fee. Go Paperless Do not mail me receipts or catalogs (Send electronic receipts/guest tickets only.) Where should we send your Spring 2019 receipt/member card? Please Select In August where should we send your Fall 2019 catalog? Please Select Do not mail me a receipt/guest tickets for this transaction (send electronic receipt only.)

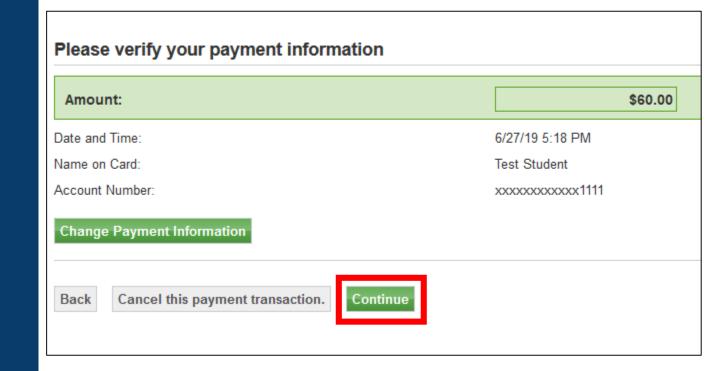
14. Once your delivery options for receipts and catalogs are set, click on the Pay Now button.

ATTENTION OSHER LLI BOCA MEMBERS: If you register online, you will be charged the \$60 NON-REFUNDABLE MEMBERSHIP FEE. Please call the Osher LLI Jupiter office at 561-799-8547 for alternate registration methods and to verify your Osher LLI Boca membership to avoid paying the non-refundable \$60 membership fee. Go Paperless Do not mail me receipts or catalogs (Send electronic receipts/guest tickets only.) Where should we send your Spring 2019 receipt/member card? Hold my receipt/member card for pickup at the LLI office v In August where should we send your Fall 2019 catalog? Do NOT Mail me a catalog Do not mail me a receipt/guest tickets for this transaction (send electronic receipt only.)

15. In the payment page, fill out the form accordingly and then click the green **Continue** button.



16. Verify that the payment information is correct, then click on the **Continue** button to complete the transaction.



If successful, you should see a receipt of your transaction on screen. You can print out your payment confirmation and/or return to the registration site.

