

Register for Classes Online

- The first screen you see will be the **Home Page** where you can search for classes in different ways:
 - Using the search bar for a **specific class** or a **specific instructor**
 - Searching through the **categories** on the left hand side (Subject, Day of Week)
 - Using the **date** fields ('to' and 'from')
 - Using the **calendar** on the top right of the screen
- For more information about the class, click on the **Course name**. There will be a detailed description of the class, date and time and the instructor's name with a picture and a brief bio
- Once a class is chosen, add it to your cart by clicking **Add to cart**. Continue adding classes to your cart.
- When all your classes have been selected, click **Checkout** to go to the checkout screen
- **At this point you will be asked to login:**
 - **First time users:** create an account (**see How to Create an Account**)
 - Create your Username and Password
 - Enter all required information (your name, address, phone # and email address)
 - Click on *Agree and Create Account* (you must agree to the Registration Policy to continue)
 - **Already have an account?**
 - Log in using your Username and Password (**password is case sensitive**)
- All your classes and the total price are listed
- To delete a class click the "x" (for 1) or "empty cart" (to cancel all). To continue, click **Checkout**
- **Review the classes** you have selected to ensure that the classes selected are correct (remember, **LIR does not issue refunds**, unless the course is cancelled by LIR)
- Click **Proceed to Payment** to continue
- **Choose a payment option:**
 - **Credit card:** (we do not store your credit card information) Select "Credit Card" in the "Payment methods" dropdown box, then click **Place Order Now**; you are now **registered** and will be taken to the Order Receipt page where, if you wish, you can print the receipt for your records (**you will also receive a confirmation email**).
 - **Check:** Select "Check" in the "Payment methods" dropdown box, then click **Place Order Now**; you are now **enrolled, but we must receive your check payment prior to your first class in order to be fully registered**. You can print the receipt for your records but the **confirmation email that you will receive needs to be printed and enclosed with your check payable to "Learning in Retirement"**. Please mail both to: LIR, c/o Temple Beth El, 350 Roxbury Road, Stamford, CT 06902