This job aid provides step-by-step instructions for enrolling in technical training.

1. Visit the following website.

2. Log in with your NetID and password.

3. Review available courses and Enroll.

Classes are listed in the following levels:
- Beginner
- Intermediate
- Advanced
Choose the course that you would like to take and click **Enroll**.

Click on course names to see the descriptions.

Then, click OK to confirm your enrollment.
Check your enrollment status.

You will receive a follow up email to indicate if your enrollment has been **Approved**, **Denied**, or if you have been placed on the **Waitlist**.

Verify your course enrollments.

Click on **My Courses** to view all your course requests.

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**Great work!**

See you in class!

*For additional assistance, contact cscommunications@emory.edu*