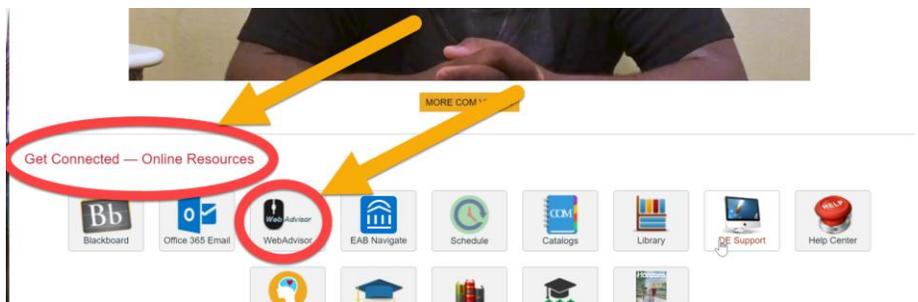


Spring 2021 Semester - Online Registration Via Web Advisor

Due to COVID-19 safety and health precautions, **current** Lifelong Learning students are encouraged to register for programs online this spring semester. If you do not know your User ID/COM ID, please email Sonia Kukuch at skukuch@com.edu for assistance. Once you have your ID, you may register online by following the below steps:

1. Go to the College of the Mainland website at <https://www.com.edu/> and scroll down mid-page to “Get Connected – Online Resources”. Click the WebAdvisor (computer mouse icon) button.



2. If you do not know your COM User ID and Password, click the tool ‘What’s my User ID / COM ID?’. If you already know your COM credentials, skip ahead to step 6.



3. Enter your Last Name and either Social Security Number (SSN) or your COM ID. Click Submit button.

What's My User ID / COM ID?

In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers.

* = Required

Last Name *

SSN

OR

COM ID

4. You should see the following screen which provides your Username (User ID) and COM ID. Write the information down so you will have it handy, then click OK button. (Note: COM ID# will be your password, but you also have the option to click on the “here” link to reset your password if desired.)

Here's Your User ID / COM ID

Username: irenfroe
COM ID#: 456789

Click [here](#) to setup your password reset options.

- If for some reason you cannot retrieve your username and password, do not proceed any further. Call the IT helpdesk at 409-933-8302 for assistance.
- Click on the 'Log In' tab.



- Enter your User ID and Password, then click Submit button.

Log In

User ID:

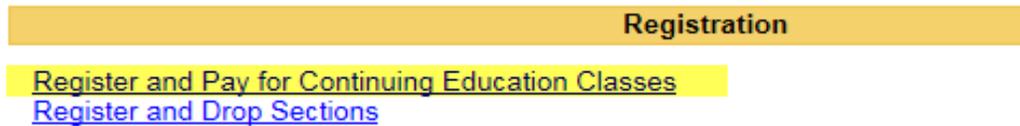
Password:

Show Hint:

- Click on the box labeled 'Continuing Education'.



- Click on 'Register and Pay for Continuing Education Classes' link.



- Enter **SENR** (50Plus) or **LLPEX** (Community Education) into the 'Course Code Number' box and click Submit button.

Register and Pay for Continuing Education Classes

You may enter as many search criteria as you wish, but you will see only classes that meet ALL of your criteria, so start with a broad search. (Enter criteria in only 1 or 2 fields.)

Search For (Key Word)

Course Code Number

- You should see all courses appear on your screen. Find the course(s) that you would like to take, click the box(es) out to the left, then click Submit button.

<input checked="" type="checkbox"/>	SENR-9001-121CL (2665) TRIP: BROOKWOOD SPRING EXTRAV	05/03/2019-05/03/2019 Lecture Friday 08:00AM - 06:00PM, Room-TBA	Off Campus	05/03/19	05/03/19	C. Faculty	<input type="text"/>	0.00	50 / 27
<small>Comments: Join Brookwood Community for a day full of fun and shopping at the annual Spring Extravaganza benefiting Brookwood's adults with special needs. This year's event will include exceptional local vendors featuring unique home décor and gifts, clothing, jewelry, plants, food and much more. Visitors can shop at Brookwood's Gift and Garden Center filled with the Citizen's handcrafted products, unique market items and beautiful spring flowers that were planted and meticulously cared for by the Citizens. This trip is open to anyone age 50 or older. We will enjoy a pay-for-your-own delicious lunch in Brookwood's gourmet Cafè. Cost includes transportation. Refund deadline: 4/19/2019</small>									

12. Under Additional Registration Info, select your educational goal being 'Personal Enrichment', then select your 'Reason for Taking' as well as 'How you Learned of This Class'. Click Submit button.

Additional Registration Info

All entries on this form are optional.

Educational Goal PE - Personal Enrichment

Course Name and Title	Reason For Taking	How You Learned of This Class
SENRT-9001-121CL (2655) TRIP: BROOKWOOD SPRING EXTRAV	▼	▼

SUBMIT

13. Select 'REGISTER-Register now (check out)' once you are finished.

Total Amount Due 29.00

Choose one of the following: * REGISTER - Register now (check out) ▼

14. In the payment screen, enter your payment information and check out.

Cardholder Information

First Name: * Last Name: *

Address Line 1: * Address Line 2: City: *

Country: * State/Province/Region: * Postal Code: *

Phone Number: * Email Address: *

Payment Information

Payment Method: * Credit or Debit Card ▼

Card Number: * 

Expiration Date: * (in mm/yy format)

CVV: * Where is this number?

15. Once registered, you can print your schedule anytime by navigating back to the Continuing Education Menu and clicking on the 'CE Class Schedule' link.



CONTINUING EDUCATION - WEBADVISOR FOR CONTINUING EDUCATION MENU Welcome Lisa Renfroe!

User Account

[What's My User ID / COM ID?](#)
[Ethnic/Race Resurvey](#)
[Register a Vehicle](#)

Communication

[My Documents](#)

Registration

[Register and Pay for Continuing Education Classes](#)
[Register and Drop Sections](#)

Academic Profile

[CE Class Schedule](#)
[Grades](#)
[Transcript](#)
[Program Evaluation](#)
[Transcript Request](#)
[Transcript Request Status](#)

16. In the Term box, select the semester you want and click the Submit button.

CE Class Schedule

Term

SUBMIT

17. Your schedule will be reflected and can be printed.

CE Term Schedule

 Renfroe

Term

Total Registered CEUs 3.00

Course Name and Title	Status	Meeting Information	Creds	CEUs	Pass Aud	Start Date
SENR-7077-201CL (6501) EXERCISE: ZUMBA	New	01/27/2020-05/13/2020 Lecture Monday, Wednesday 05:30PM - 06:30PM, Lifelong Learning Gulfway, Room 107	3.00			01/27/20
SENR-8101-101CL (6570) LECTURE: RUN HIDE FIGHT!	New	02/03/2020-02/03/2020 Lecture Monday 10:00AM - 11:30AM, Lifelong Learning Gulfway, Room 103				02/03/20

OK