



## How Students Enroll in a Paid Course (simulation video included)

Courses that are marked "Self-Registration" or paid courses appear in the course catalogs of all students. This does not give automatic access to these before a registration occurs.

### Courses

More ▾

Course Name	Course Begins On	Course Ends On	Topics
<b>E10 English Language for Beginners</b> LN-E English Language Courses Keira Mace	19/11/2016		
<b>LT8-1 Latin for Beginners</b> Keira Mace	19/11/2016		

Showing 1 to 2 of 2 entries (filtered from 5 entries in total)

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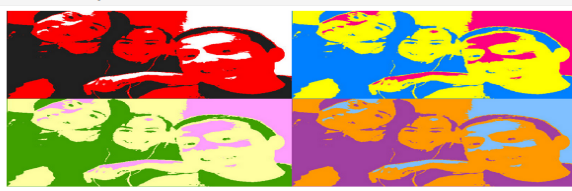
The orange icon stays for courses that require a registration. Clicking that will take the student to the registration form.

Students who already have a profile (with username/password) or students who are already logged into their profiles will be just required to authenticate with their username and password before being taken to the payment form.

New students will be required to fill in the registration form form. Upon submitting the form a student profile will be created and they will be taken to the payment form (if this is a paid course).

#### Latin for Beginners

Course Summary



Keira Mace  
19/11/2016

Registration Begins 19/11/2016  
Registration Ends 28/11/2016  
Registration Fee USD 100  
Payment processed by PayPal

New User - Register Existing Users - Login

First Name


Last Name

Email address

Confirm Email

Username

Time Zone (+00:00) Dublin, Edinburgh

I'm not a robot 

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At this stage the school admin receive an automatic email about the new registration. If the registration requires a payment the student's enrollment status stays "Awaiting for Payment" and no access is granted before the payment is completed. Once the payment is completed the school admin is notified and the student enrollment becomes active showing "Confirmed - Paid".

### **Video Guide**

Electa Live Virtual Classroom, LMS - Help & Support Portal  
<http://support.e-lecta.com/Knowledgebase/Article/50012>