

Live Event Enrollment System Registration

Step 1: Log On

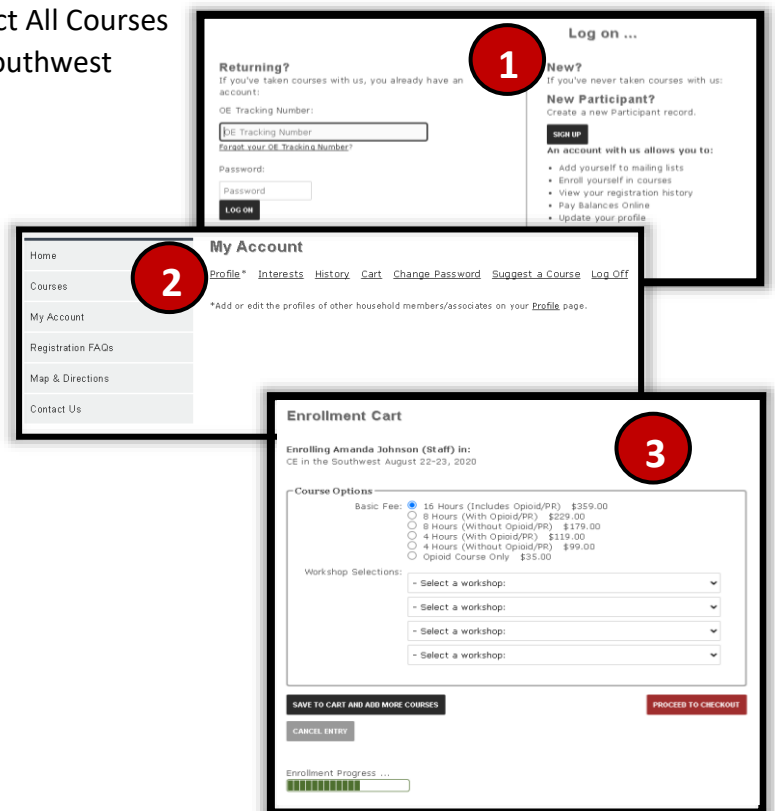
- If you have previously attended a live course with UHCO, you are a **Returning** user. Login using the following credentials:
 - OE Tracker Number
 - If you do not know your ARBO OE Tracker Number, you may find it on the [ARBO website](#) or you may contact our office at optce@uh.central.edu for assistance.
 - Password
 - Your password has been preset with the following:
 - first initial + last initial + zip code
 - Example: aj77204
 - NOTE: Your zip code is based on the address you provided our office during a previous registration – usually home or office. Contact our office if need assistance.
- If you have not attended a live course with UHCO, please create a new account.

Step 2: Course Selection

- If you are directed to the course link you selected from the CE website, proceed to Step 3
- If you are not immediately directed to the course link you selected from the CE website:
 - Click Courses on left side navigation
 - Under Other Lookup Options, select All Courses
 - Select Course Title, i.e. CE in the Southwest
 - Select Enroll Yourself

Step 3: Registration Selection

- Select a registration fee
- Select sessions you wish to attend that equal the number of registration hours you've selected
 - *Each session = 4 hours*
- Click Proceed to Checkout



Step 4: Process Payment

- Complete all fields and click Payment Service
- Enter your payment information and click Pay Now

Checkout

Please review the Enrollment Cart entries before submission:
Enrollment Cart Entries for Amanda Johnson (Staff)

Course	Dates	Fee	Delete Course
CE in the Southwest	Aug 22-23	359.00	<input type="button" value="DELETE"/>

Amount due: \$359.00

[Show Details](#)

[Workshop Enrollment](#)

Payment Options

Credit Card

The name and address MUST match the Credit Card account information.
 If necessary, please edit the name and address before clicking the Payment Service button.

Name on Card:

Address:

City:

State:

Zip Code:

Phone:

Email:

Enrollment Progress ...

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Foundation for Education and Research in Vision, Inc.

Order Information *Required*

Total: \$359.00 (USD)

Payment Information

Pay by: Credit / Debit Card Bank Account (USA Only)

Card Number: (order item will not appear in basket)

Expiration Date: - (month)

Card Code:

Billing Information

First Name: Last Name:

Address:

City:

State/Province: Zip/Postal Code:

Email:

Phone:

Security Code

Please enter the security code above.

Step 5: Receipt & Log Out

Thank you for your order!

You may print this receipt page for your records. A receipt has also been emailed to you.

Order Information

Merchant: Foundation for Education and Research in Vision
 Date/Time: 16-Jul-2020 1:05:48 CDT

Billing Information
 Amanda Johnson
 4901 Calhoun Road
 Houston, TX 77204
 optce@central.uh.edu
 Phone: 713-743-1900

Date/Time: 16-Jul-2020 1:05:48 CDT
 Transaction ID: 123456789
 Auth Code: 0123456
 Payment Method: Visa ****1234

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Transaction Completed

Enrollment Confirmation for Amanda Johnson (Staff)

CE in the Southwest (20082550)
 Dates: August 22-23, 2020
 Meets: Sa and Su from 8:00 AM to 5:00 PM
 Location: Live Webinar through Zoom

Notes: This program will be held using the Zoom Webinar Platform. Prior to the program start date, registered participants will receive a "sign-up" email from Zoom. Be sure to complete the "sign-up" via Zoom by entering the requested information that includes your name, license number, OE tracker number, and phone number. Once your information is entered directly into Zoom, you will receive reminders, with personalized links to the program, straight to your email address. Program Links are specific to you and used to track your attendance by recording the duration of time you spend in each course. All participants are required to utilize their own Program Links in order to earn CE credit.

Fee Summary
 Opioid Course Only : \$35.00
 Workshop: 08/22/2020, 8:00AM-12:00PM; Saturday AM Sessions - \$0.00
 Workshop: 08/23/2020, 1:00PM-5:00PM; Sunday PM Sessions - \$0.00

Total charges: \$35.00

Your credit card has been charged for the amount due

[Log off current user.](#)

Enrollment Progress ...