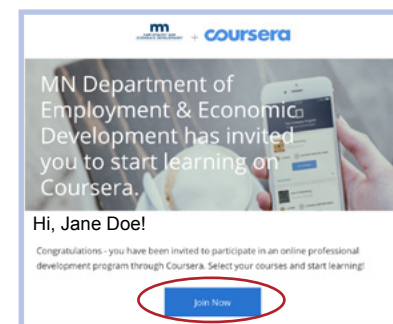# How do I sign up for no-cost access to Coursera?

Step 1: Fill out the Coursera Request Form near the bottom of the page at www.CareerForceMN.com/Coursera to request a no-cost account.
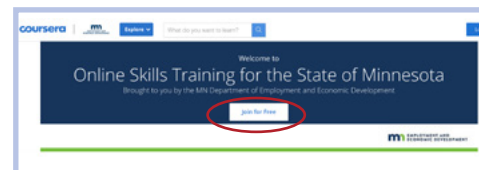
A. Where it says "First & Last Name" – **enter your name** as you would want it to appear on any course certificates you may earn (with a middle initial or middle name if you want)

B. **Fill out the rest of the form**, including your email, zip code, and the checklist of descriptions that may apply to you. NOTE: You do not need to have been laid off or be unemployed to take a no-cost Coursera class.

C. Click **Submit**. To create and activate your Coursera account, you must complete the remaining steps.

Step 2: *Within one business day,* you should receive an activation email from "MN Department of Employment & Economic Development."

A. Click the "**Join Program**" button in the activation email and it will take you to Coursera. To access courses for no cost, **you must use this link**; otherwise, you will be prompted to pay.

B. NOTE: If you already have a Coursera account and are logged in, you may need to log out of that account before continuing to the next step. After activating your no-cost account, you may also need to log out and log back in for the "paywall" to be removed.

Step 3: Click the **Join for Free** button on the Coursera page that opens from your email link.

Step 4: Click **SIGN UP** in the form that opens. Enter the same name and email you used when you requested access during Step 1.

A. Create a password (between 8 and 72 characters) that you'll use to access your no-cost account and register for classes.

Step 5: Click the **Join for Free** button toward the bottom of the form.

A. Once you join, you'll be able to see all the no-cost class offerings.

B. Remember, even after you have registered, you still need to enroll in classes by Feb. 28, 2021.

> After you have created your account and you are using the tool, learners should visit the Coursera Help Center if you need any technical support while in the platform. (https://learner.coursera.help/hc/en-us)

EMPLOYMENT AND ECONOMIC DEVELOPMENT

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