

# 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](http://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.

The Minnesota Department of Employment and Economic Development (DEED) is requesting information from you to assist in providing no-cost access to Coursera. The DEED strives to provide the requested information, but releases it as an alternative to DEED's inability to provide you with access to Coursera. The information you provide to DEED will be shared with Coursera, a third contracted service provider, in order for you to gain access to online courses offered by Coursera. DEED will not share your information with any other parties or entities without your written consent or as allowed or required by law or court order.

To receive access, please provide your information here

Coursera - No-Cost Access Request Form

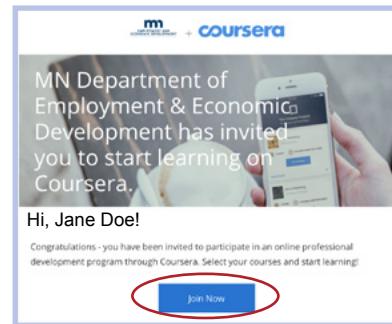
First & Last Name (to be shared with Coursera to create your account)

Order your name

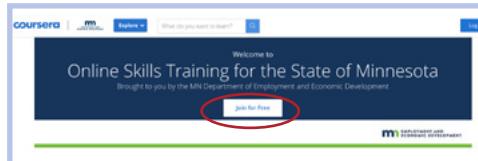
2. Email (to be shared with Coursera to create your account)

→ **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>)

