Osher Online Course Registration - Step-by-Step Instructions

Helpful Hints

- We suggest you log into your OLLI account prior to November 13 to make sure you are able to get into the system without any problems.
- Cannot remember your OLLI username/password? Just email the office, and we will be happy to reset it for you.
- Make sure you know how to find the Osher Online course options (see below). You can always use the "Search" function by using a key word in the course title.
- The "Add To Cart" button will not appear until 8:00 a.m. on November 13.

How to Find the Osher Online Winter 2027 Program Options

- Go to OLLI's Online Registration Portal: https://www.campusce.net/umb/category/category.aspx
- Scroll down, find, and then select "**Courses & Events**." You'll now be on the page "See what courses & presentations we offer!."
- Scroll down on the page, find "**Other Programs**" and click on "Osher Online National Courses – Winter 2027."

Registration Steps

1. Log into your OLLI account. You've successfully have done this if you see "Welcome {Your First Name}" under the boat in picture.
2. Navigate to the Osher Online Winter 2027 page (see above).
3. Find the Osher Online program you wish to register for and click "Add To Cart." **Remember that you can only register for one Osher Online course at this time.**
4. "Your Cart" will appear showing the option you selected, plus the $45 program fee.
5. Click the yellow "Check Out" button.
6. The next page is entitled "**Shopping Cart**" and summarizes your course selection.
7. Click the yellow "Check Out" button.
8. "**Check Out: My Contact Information**" should be the next page you find yourself on. Most OLLI members can skip this page by clicking the yellow "Next" button at the bottom of the page.
    a. If you care to review and change your contact information, you can select the yellow "Edit Profile" button, make changes on the page you are taken to, then select "Save Changes."
9. The following page, "**Check Out: Payment Method**," is necessary due to the $45 program fee for the Osher Online program you selected.
    a. Because OLLI does not have an online payment option linked to our registration system, select "Send Check" even if you will pay the fee by credit card.
    b. The OLLI office will send out a payment reminder in January, with an optional online payment link.
10. After choosing your payment option, click the yellow "Next" button and review/edit your billing information and continue to the final page by clicking the yellow "Next button."
11. **The final page, "Check Out: Submit Your Program Request," is your last step! Click "Purchase" to submit your program request.**

12. The next page is the "**Confirmation**" page which tells you your request has been submitted successfully. Your Osher Online program status will read "Registered Not Paid." **This means you are confirmed for the course and just need to pay a week before it starts.**
13. The Confirmation page also tells you how/where else you can find the confirmation. Note: the information about course priorities and the allocation process only applies to OLLI's spring/fall courses, not these Osher Online programs.
14. **Payment options.** Payments are due a week before your Osher Online course begins. If paying by check, mail a check for your total amount to: OLLI at UMass Boston, McCormack Hall, 3rd Floor, 100 Morrissey Boulevard, Boston, MA 02125-3393. OLLI at UMass Boston will also provide an online payment link for those who wish to pay via credit/debit card.