## Instructions to register for eCornell Courses Credit Card Portal

1. Learner registers and pays \$55 per course at www.ecornell.com/humentumcreditcard



**2.** Then scroll down on the "Certificate" (if you want to pursue a complete certificate) or the "Courses" (if you want one course at a time).

FIND YOUR CERTIFICATE OR COURSE	
Certificates	-
To view the certificate requirements and details, click the certificate name below.	
Business and Management	+
Data Science	+
Healthcare	+
Hospitality and Foodservice Management	+
Human Resources	+
Law	+
Project Leadership and System Design	+
Courses	-
To view the description, dates and times offered, and additional information about a course, click the course name below.	
Business and Management	+
Data Science	+
Healthcare	+
Hospitality and Foodservice Management	+
Human Resources	+
Law	+
Project Leadership and System Design	+

3. Pick a start date and click "Add to Cart"



**4.** Continue to checkout. If you already have an account Log In, if you are a new user, create your account. In the process, please make sure to put your organization's name so that you are associated with it and the price can be applied.



**5.** On the checkout part, once you are on the Billing Information, please choose what organization you belong to as shown here:

Financial Management Certificate
<b>Contract Fee:</b> \$330.00
Subtotal \$330.00
Total <b>\$330.00</b>
Questionnaire
 Please respond to the following questions
LINGOS - Please select your organization from the list below

Here are the contact emails you will need to have if you have any problems with registration or else.

Troubleshooting on registrations, courses, etc.: <u>helpdesk@ecornell.com</u>

Requests for transfers or drops: <u>droptransfer@ecornell.com</u>