## How to Register for a Program and Pay with Credit Card



If you need technical support accessing our registration portal, please contact Evi Goldberg at **Egoldberg@columbusjcc.org** or call the front desk at **614.231.2731.** 

1.On the home page, **click Browse Registrations.** 

2. Select a category to browse and click on the program that you want to enroll.

3. To sign up for the course session, choose the contacts for which you are requesting a spot.

4. You can register for multiple classes on this page using the **filter/find feature**. You will see how many classes you've registered for in your cart at the top of the page.

**Important Note:** Don't press **NEXT** until you are ready to pay.



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multiple options

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Questions? Contact us: 614.231.2731 • Egoldberg@columbusjcc.org Mon - Thurs: 8 am - 6pm • Friday: 8 am - 4 pm

## How to Register for a Program and Pay with Credit Card



5. Review your cart and click **next.** 

6. Fill out all **questions** and **waivers** associated with your reservation(s).

7. Click **pay**. Enter your credit card information or use your saved payment info to purchase your program.

Cart			
mmediate Charges			
PURCHASE JANE DOE - VIRTUAL GOLF LEAGUE WINTER 2021	REGISTRATION		
Jane Doe - Virtual Golf League (Two Person Team) Winter 2021 - Main JCC Complex - Starts: 2021-01-18	Enrollment		
Jane Doe - Virtual Golf League (Two Person Team) Enrollment 🛃 Winter 2021 - Main JCC Complex - Starts: 2021-01-18		2	\$200.0
PURCHASE JOHN DOE - VIRTUAL GOLF LEAGUE WINTER 2021	REGISTRATION		
John Doe - Virtual Golf League (Two Person Team) Winter 2021 - Main JCC Complex - Starts: 2021-01-18	Enrollment		
John Doe - Virtual Golf League (Two Person Team) Winter 2021 - Main JCC Complex - Starts: 2021-01-18	Enrollment	₽⁄	\$200.0
IMMEDIATE PAYABLES			
Initial Fee			\$400.00
GRAND TOTAL			\$400.00
•			
		0	Next

If you are purchasing a Je	rsey, what size do y	ou need?			CARD INFORMATION * Denotes a required field
			•		*Card Number:
Current/Preferred Jersey	Number:				Expiration:
					Month v / Year v
					TRANSACTION INFORMATION
Back Carlos Register	Questions	Ø Walvers	O Summary	Pay 5400.00	Amount: \$400.00
Summary Total Registrations: 2				\$400.00 Details	CANCEL PROCESS TRANSACTION
Item 1 - Enrollment					
Virtual Golf - Adult League				â	
Registration Reg-00231	Type Enrollment	Questions			
Start/End Date	Program				
Jan 18, 2021 / Mar 12, 2021	Virtual Golf				
Enrolled Course Options Course Option Name	Start/End Date				
Virtual Golf League (Two Person Team) Winter 2021	Jan 18, 2021 /			×	X
Item 2 - Enrollment					
Virtual Golf - Adult League				<b>a</b>	
Registration	Туре				
Keg-00230 Start/End Date	Enrollment	Jane Doe			
Jan 18, 2021 / Mar 12, 2021	Virtual Golf	Adult League			Dent
Enrolled Course Options					Pay
Course Option Name	Start/End Date	Duration			
Virtual Golf League (Two Person Team) Winter 2021	Jan 18, 2021 / Mar 12, 2021	1		×	
				Pay	

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