

How Do I Register for a NEAdultEd Course

This lesson will show you how to use our registration software.

1) Make sure you are on our registration site at:
<https://neadulted.gosignmeup.com/>

<https://neadulted.gosignmeup.com>

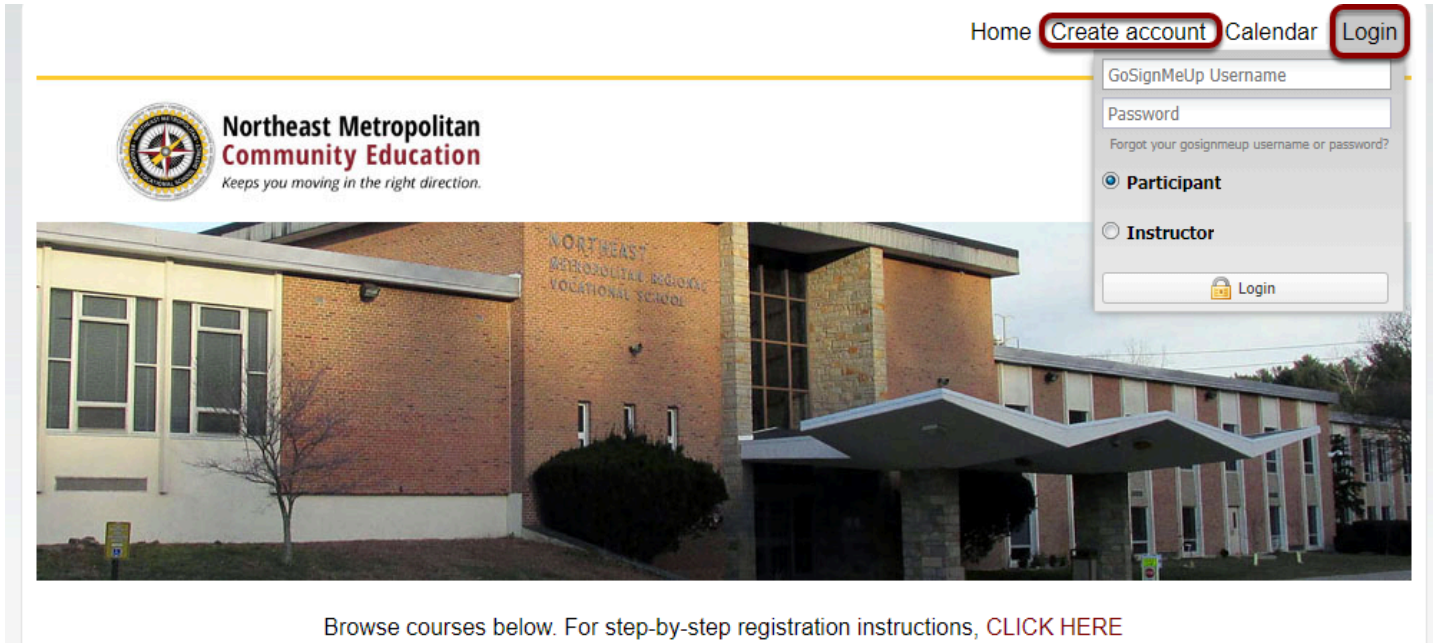
[Home](#) [Create account](#) [Calendar](#) [Login](#)




**Northeast Metropolitan
Community Education**
Keeps you moving in the right direction.




2) The first thing you will want to do is create an account. Or login using your Username and Password if you already have one.



Home **Create account** Calendar **Login**

 **Northeast Metropolitan
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Keeps you moving in the right direction.

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL

GoSignMeUp Username
Password
Forgot your gosigninmeup username or password?
 Participant
 Instructor
 Login

Browse courses below. For step-by-step registration instructions, [CLICK HERE](#)

3A) To create an account, please fill in all required information.

Welcome Visitor User Registration

Please enter information required.

Participant Information

Salutation:

First Name * :

Middle Initial:

Last Name * :

Address 1 * :

Address 2:

City * :

State * :

Zip * :

E-mail Address * :

Confirm E-mail Address * :

GoSignMeUp Username: (Your email address will be your username)

Password * :

Confirm Password * :

Primary Phone Number :

Secondary Phone Number:

Date of Birth:

Military Service:

Emergency Name * :

Emergency Phone Number :

[Registration Policy](#)

You must agree to our Registration Policy to continue.

3B) You must agree to our Registration Policy. Click on "Agree and Create Account" to proceed.

Registration Policy

Refund Policy:

100 percent refund of tuition prior to the first class, 75 percent refund prior to second class, 50 percent refund prior to the third class. There are no refunds made after the third class. Refund payments require a 60 to 90 business days processing period, if paying by check.

NOTE:

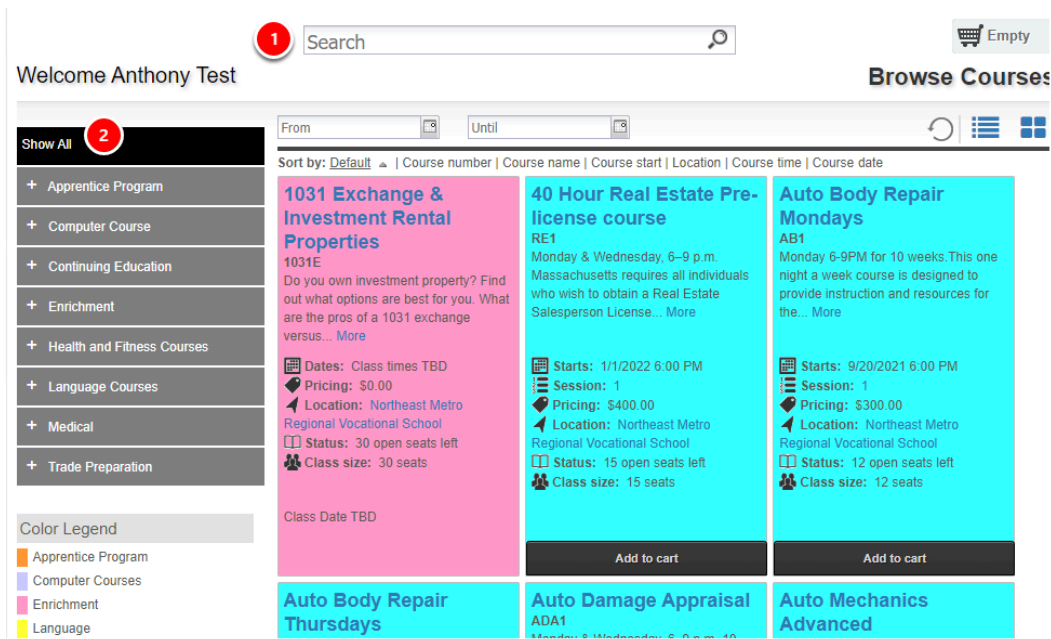
A \$10 administrative fee will be deducted from all refunds. If your check is returned for insufficient funds a \$35.00 fee will be added.

Class Cancellation and Snow Policy:

On the day school is canceled due to snow conditions, evening classes are also canceled. In the event day classes are not canceled and the weather worsens, a decision will be made by 4 p.m. and relayed to the following television stations: WBZ TV-4, WCVB TV-5, WHDH TV-7 and FOX 25. Please bookmark and check our web site for changes and updates at www.neadulted.com click on the "Bulletins" tab for updates. Make up classes will be arranged, therefore there are no refunds for cancelled classes.

Do you agree to the terms and conditions of our [Registration Policy](#)?

4) On the home page, you can search for courses in different ways.



Welcome Anthony Test Empty

1 Search

2 Show All

From Until

Sort by: **Default** | Course number | Course name | Course start | Location | Course time | Course date

<p>1031 Exchange & Investment Rental Properties 1031E Do you own investment property? Find out what options are best for you. What are the pros of a 1031 exchange versus... More</p> <p>Dates: Class times TBD Pricing: \$0.00 Location: Northeast Metro Regional Vocational School Status: 30 open seats left Class size: 30 seats</p> <p>Class Date TBD</p>	<p>40 Hour Real Estate Pre-license course RE1 Monday & Wednesday, 6-9 p.m. Massachusetts requires all individuals who wish to obtain a Real Estate Salesperson License... More</p> <p>Starts: 1/1/2022 6:00 PM Session: 1 Pricing: \$400.00 Location: Northeast Metro Regional Vocational School Status: 15 open seats left Class size: 15 seats</p>	<p>Auto Body Repair Mondays AB1 Monday 6-9PM for 10 weeks. This one night a week course is designed to provide instruction and resources for the... More</p> <p>Starts: 9/20/2021 6:00 PM Session: 1 Pricing: \$300.00 Location: Northeast Metro Regional Vocational School Status: 12 open seats left Class size: 12 seats</p>
Auto Body Repair Thursdays	Auto Damage Appraisal ADA1	Auto Mechanics Advanced

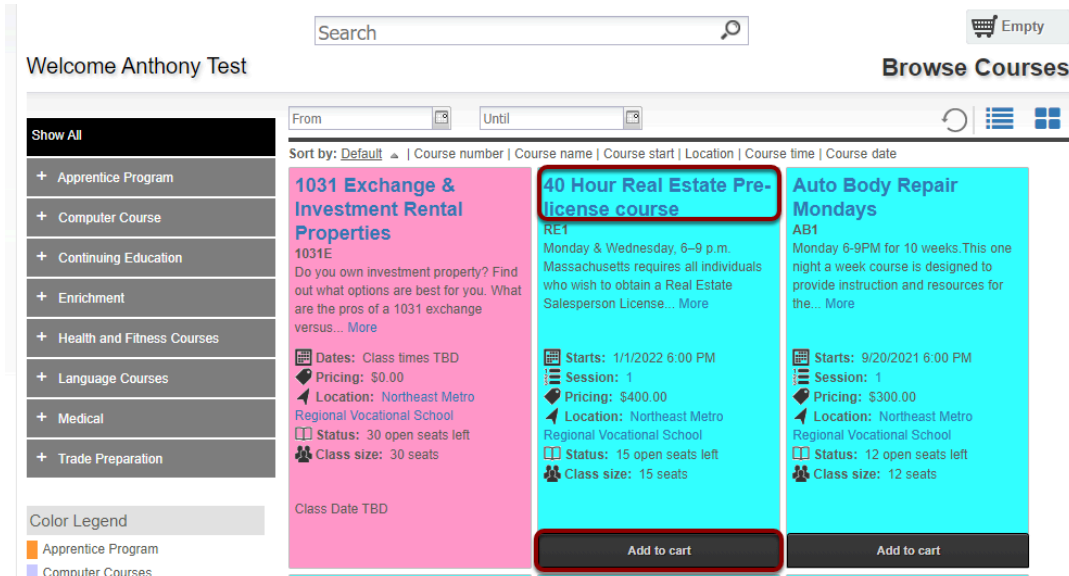
Color Legend

- Apprentice Program
- Computer Courses
- Enrichment
- Language

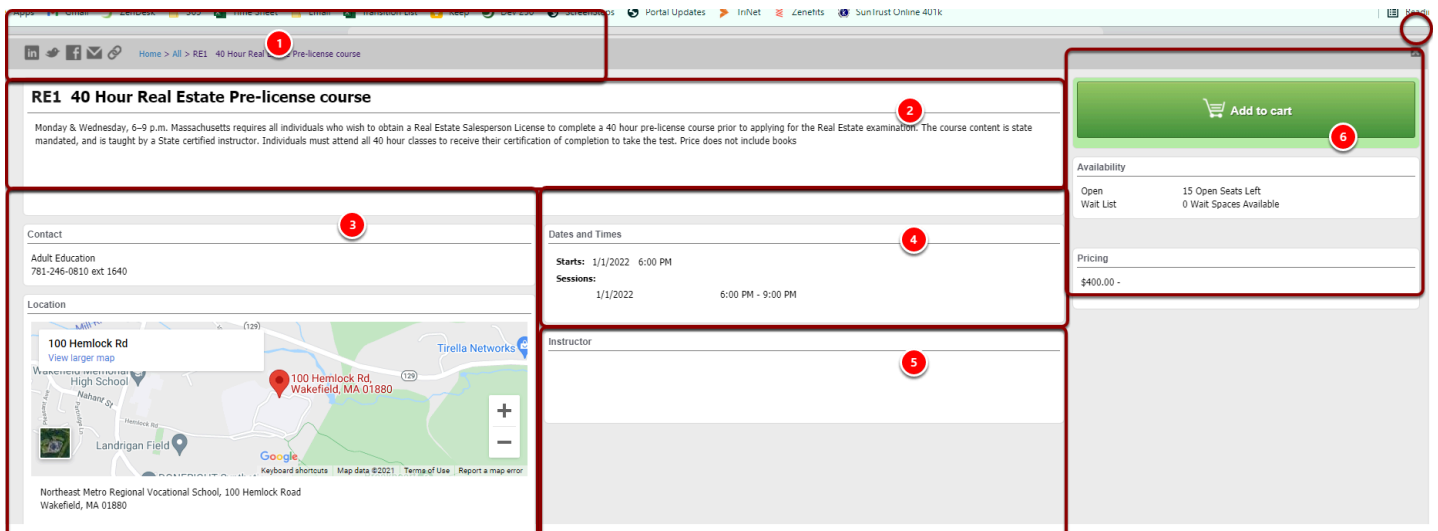
1) You can search for specific courses using the search bar.

2) You can search for courses by searching through the categories/locations on the left hand side.

5) Once you find the course you are looking for, you can add it straight to your cart by clicking on "Add to cart". Or See more information by clicking on the Course Name.

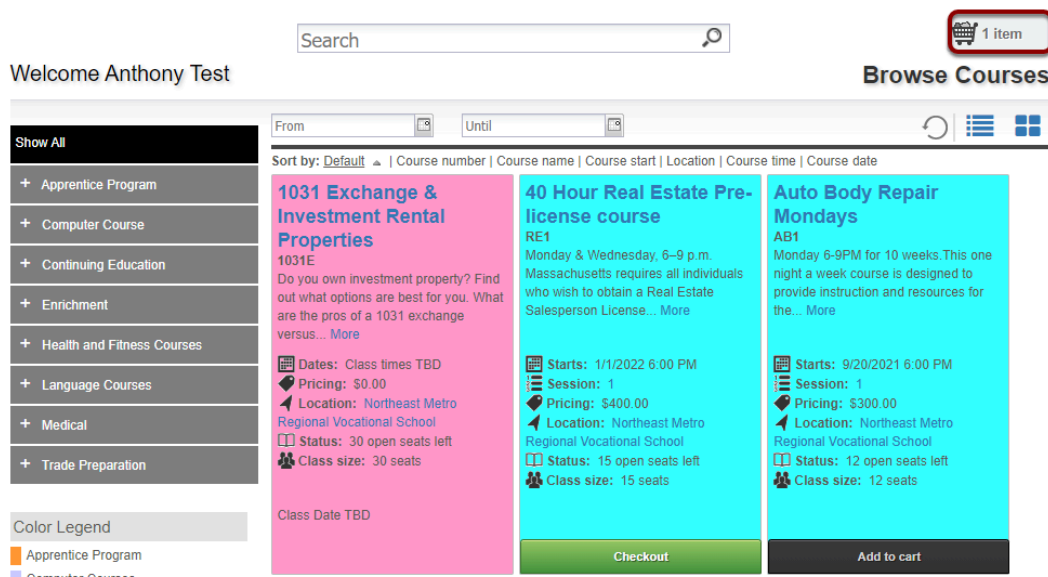


6) Here is the courses information page. You can see more information about the course here.



- 1) The top area shows some social media links where you can share this course with others. It also has the path you took to get here in case you want to go back. You can see the Course Number and the name of the course.
- 2) This area shows a description of the course
- 3) This area shows the contact, credits, location and any visual icon for the course if any.
- 4) Dates and Times shows additional information including when the course starts and the sessions of the course or whether this is an online course.
- 5) Instructors shows the instructors that will be instructing the course, including a bio if they have one.
- 6) This area is where you can add the course to your cart by clicking "Add to Cart". You will also have to mark required information here including pre-requisites or materials

7) You can continue adding courses to your cart, or click on the cart to see what is in there.



The screenshot shows the GoSignMeUp user interface. At the top, there is a search bar and a cart icon indicating '1 item'. Below the search bar, the user is logged in as 'Anthony Test'. The main content area displays a list of courses with filters on the left and a 'Browse Courses' button. The courses listed are:

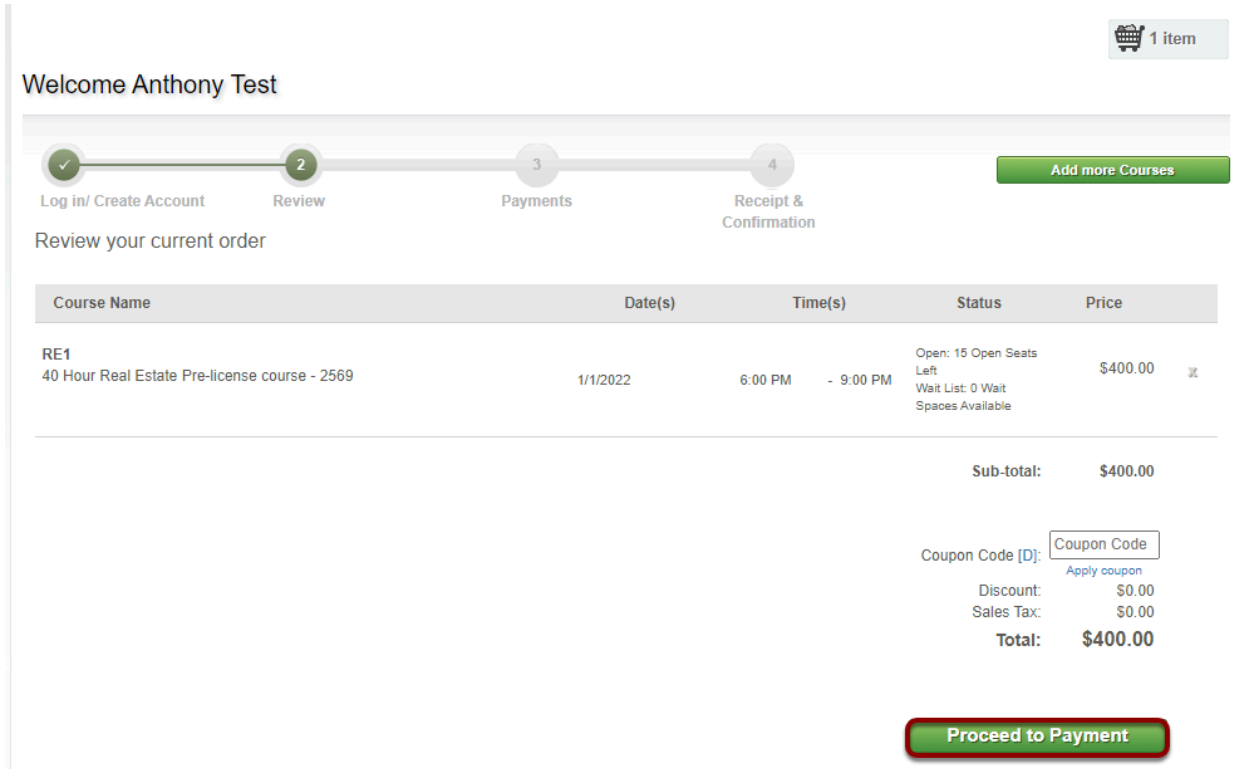
Course Title	Course ID	Start Date	Session	Pricing	Location	Status	Class Size	Action
1031 Exchange & Investment Rental Properties	1031E	Class times TBD	1	\$0.00	Northeast Metro Regional Vocational School	30 open seats left	30 seats	Class Date TBD
40 Hour Real Estate Pre-license course	RE1	1/1/2022 6:00 PM	1	\$400.00	Northeast Metro Regional Vocational School	15 open seats left	15 seats	Checkout
Auto Body Repair Mondays	AB1	9/20/2021 6:00 PM	1	\$300.00	Northeast Metro Regional Vocational School	12 open seats left	12 seats	Add to cart

8) After clicking on your cart you can see what is inside of it and the total price. You can also delete the items by clicking the "X" or "Empty Cart". To continue click on

"Checkout".

The screenshot shows a web interface for course registration. At the top, there is a search bar and a notification for '1 item' in the cart. Below the search bar, the user is greeted as 'Welcome Anthony Test'. A sidebar on the left lists various course categories: Apprenticeship Program, Computer Course, Continuing Education, Enrichment, Health and Fitness Courses, Language Courses, Medical, and Trade Preparation. The main content area displays three course cards. The first card is for '1031 Exchange & Investment Rental Properties' (1031E) with a price of \$0.00. The second card is for '40 Hour Real Estate Professional license course' (RE1) with a price of \$400.00. The third card is for 'Auto Body Repair Mondays' (AB1) with a price of \$300.00. A dark overlay window is positioned over the '40 Hour Real Estate Professional license course' card, showing the item name, price (\$400.00), and a sub-total of \$400.00. This overlay contains two buttons: 'Empty cart' and 'Checkout'. The 'Checkout' button is highlighted with a red circle. Below the course cards, there is a 'Color Legend' section with color-coded boxes for 'Apprenticeship Program' (orange) and 'Computer Courses' (blue).

9) When you continue you will be taken to the Checkout section. In the Review area you can review all the items. Make sure it is all correct and click on "Proceed to Payment".



Welcome Anthony Test 🛒 1 item

Log in/ Create Account **2** Review Payments Receipt & Confirmation Add more Courses

Review your current order

Course Name	Date(s)	Time(s)	Status	Price
RE1 40 Hour Real Estate Pre-license course - 2569	1/1/2022	6:00 PM - 9:00 PM	Open: 15 Open Seats Left: Wait List: 0 Wait Spaces Available	\$400.00 ✕

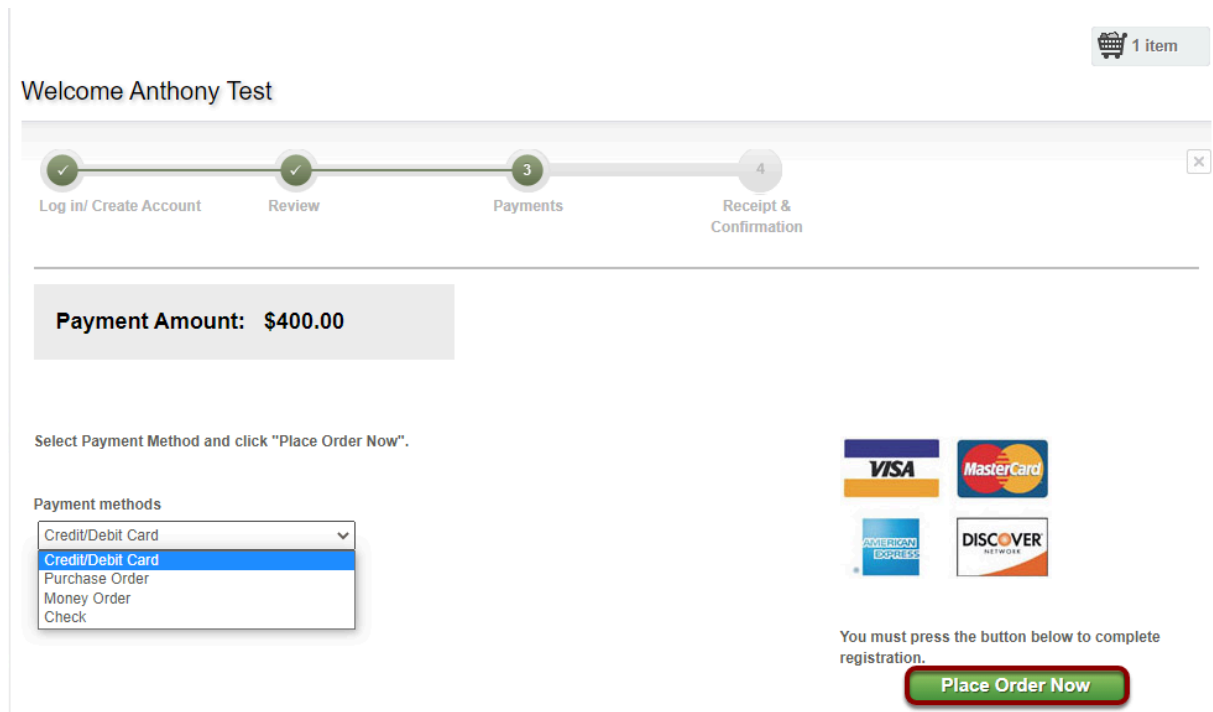
Sub-total: \$400.00

Coupon Code [D]:
Apply coupon
 Discount: \$0.00
 Sales Tax: \$0.00
Total: \$400.00

Proceed to Payment

Please answer any of the required questions/pre-requisite requests before you proceed. *Note if there is no payment required, this will enroll you in the course.

10) For credit card payments click on "Place Order Now" to be taken to the payment screen. Or Choose another payment method



Welcome Anthony Test 1 item

Log in/ Create Account Review **3** Payments 4 Receipt & Confirmation

Payment Amount: \$400.00

Select Payment Method and click "Place Order Now".

Payment methods

- Credit/Debit Card
- Credit/Debit Card**
- Purchase Order
- Money Order
- Check


VISA MasterCard

AMERICAN EXPRESS DISCOVER NETWORK

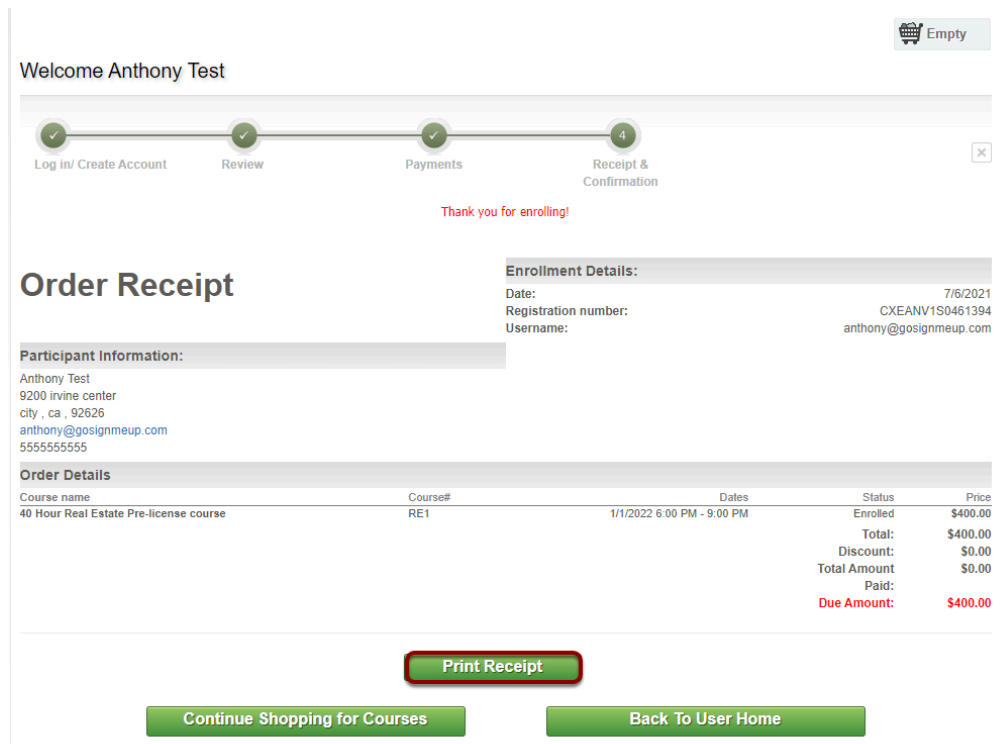
You must press the button below to complete registration.

Place Order Now

11) This is the payment page. Please enter in all of your payment information. Once you make sure everything is correct, click on "Pay Now" to register.

Order Information	* Required Fields
Invoice Number: CB6QMNT7538981	
Description: Course Registration:	
Total: \$400.00 (USD)	
Payment Information	
	
Card Number:	<input type="text"/> * (enter number without spaces or dashes)
Expiration Date:	<input type="text"/> * (mmyy)
Card Code:	<input type="text"/> * What's this?
Billing Information	
First Name:	<input type="text"/> *
Last Name:	<input type="text"/> *
Address:	<input type="text"/>
City:	<input type="text"/>
State/Province:	<input type="text"/>
Zip/Postal Code:	<input type="text"/> *
Email:	<input type="text"/>
Phone:	<input type="text"/>
<input type="button" value="Pay Now"/>	

12) You are now registered! You will be taken to the order confirmation page where you can print this for your records.



Welcome Anthony Test

Empty

Log in/ Create Account Review Payments Receipt & Confirmation

Thank you for enrolling!

Order Receipt

Enrollment Details:
Date: 7/6/2021
Registration number: CXEANV1S0461394
Username: anthony@gosignmeup.com

Participant Information:
Anthony Test
9200 Irvine center
city , ca , 92626
anthony@gosignmeup.com
5555555555

Order Details

Course name	Course#	Dates	Status	Price
40 Hour Real Estate Pre-license course	RE1	1/1/2022 6:00 PM - 9:00 PM	Enrolled	\$400.00

Total: \$400.00
Discount: \$0.00
Total Amount: \$0.00
Paid: \$0.00
Due Amount: \$400.00

[Print Receipt](#)

[Continue Shopping for Courses](#) [Back To User Home](#)

You will also get a confirmation email sent to you.