

IF YOU HAVE NEVER SIGNED UP ONLINE PLEASE DO THE FOLLOWING!

The first step is to create a login with the Michigan AGD. This is DIFFERENT than the National AGD login. To do this, please go to:

www.michiganagd.org

From the home page, on the top left please select "Online Registrations"

This will take you to a secondary page. On this page please select register at the top right (next to Login).

Enter all the required information and hit submit.

If you register correctly it will log you into the site and you will see Welcome "your name" at the top left.

Select "view all" to see all programs. There will be 3 course offerings. Please select carefully. One will be for Michigan AGD members. One will be for NON Michigan members. One will be for NON-AGD members.

Please select "enroll" at the top left. The course is placed in the cart. Open the cart.

The next step is to ask for a credit card number to be kept on file. **FOR THIS COURSE ONLY THERE ARE NO DEPOSIT FEES.** However we are **STILL ASKING FOR A CREDIT CARD** as every other course we traditionally offer requires a deposit guarantee or has an actual cost involved.

Once you have added the card information, select cart again.

At the bottom, check the box to agree to terms and conditions and press checkout.

For the third tab (Details), make any changes that need to be made select "update details."
If there are no changes select "update details".

This takes you to tab 4 (Questions). Please re-enter your AGD number here.

The fifth tab (Legal) please "accept" our credit card policy and our refund policy.

At this point the signup is complete and you should see an invoice showing you are registered for the course. You will receive an email confirming your registration in the course.

To purchase a lunch:

Again under the view tab, this time select products.

If you wish to purchase a lunch, select the option "lunch". There is a \$35 charge for lunch. Continue to checkout to purchase the lunch. Make sure to answer the question about if you need a vegetarian lunch!