Online Registration Instructions for Nationwide Associates – NEW Students

Step 1: Visit http://cougarweb.cscc.edu and click the yellow button CougarWeb for Continuing Education

> CougarWeb for Continuing Education

Step 2: Click the blue Register and Pay for Continuing Education Classes link in the lower left.

Step 3: Enter "WIIT" in the Course Code Number to find CSCC's Workforce Innovation offerings in IT. Click Submit.

Search For (Key Word)	
Course Code Number	WIIT
Starting On/After Date	Ending By Date
Classes Meeting After	
Classes Ending Before	

Step 4: Select **the two courses for your specific certificate track** (**App Dev**: Programming Logic and Requirements Analysis with Agile; **Cyber Security**: Linux Essentials and Scripting with Python – **Be sure to select the Python section with the April 3 start date for Cyber**). Click Submit.

Step 5: Enter your personal information. **Please use your Nationwide email address and your home mailing address.** Note that SSN is not a required field for submission. Be sure to check the Certification box at the bottom before you click Submit**.**

Step 6: When prompted for payment, notice that the charge shows as $0**. The course charges of $625 per course will show on your account on the first day of class, and must be paid by the end of week 7 of the course(s).** As one of your initial homework assignments you will be required to complete a payment agreement acknowledging this payment commitment. To complete registration, choose the **"Register now (check out)"** option and then click Submit.

* = Required

Price	Course Name and Title	Meeting Information	Start Date	End Date	Faculty	Comments	Location	Remove
0.00	WIIT-7750-CLTN (15883) Statistics Fundamentals	03/15/2018-03/29/2018 Other Technology Days to be Announced, Times to be Announced, Room to be Announced	03/15/18	03/29/18	To be Announced			☐

Total Amount Due 0.00

Choose one of the following: * Register now (check out)

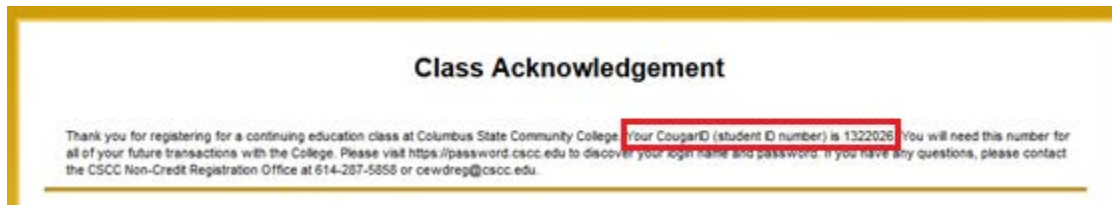Select a payment method to complete registration (check out)
Payment Type

SUBMIT

Problems? If you have any problems please contact the Non-Credit Registration Office at 614-287-5858, or cewdreg@cscc.edu. The office is open Mon-Thurs 8:00-5:00, and Fri 8:00-4:00.

Step 7: You should see an acknowledgement screen for your registration which provides your Cougar ID (student ID**). Write down your Cougar ID.** You should also receive an email at the email address you provided in Step 5. **You must click OK to confirm your registration.**

Class Acknowledgement

Thank you for registering for a continuing education class at Columbus State Community College. Your CougarID (student ID number) is 1322026. You will need this number for all of your future transactions with the College. Please visit https://password.cscc.edu to discover your login name and password. If you have any questions, please contact the CSCC Non-Credit Registration Office at 614-287-5858 or cewdreg@cscc.edu.

Step 8: Go to https://password.cscc.edu and click Discover My Login Name/Password. Enter your Cougar ID from Step 7, and your last name (no hyphens or apostrophes) and click Discover. You will be shown your login name and prompted to set your password.

Discover My Login Name / Password

Step 9: **Make note of your Cougar ID, login name and password.** These will be needed to access CougarWeb to pay for your courses, and they are used to access a variety of college resources, including course materials on Blackboard.

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