After you click “Register & Pay Tuition Here” from the Options webpage, click “Create Account” at the top right-hand of the screen.
• Complete the Registrant Profile questions.

• The last question asks students to create a User Name and Password.

• We recommend using your full email address as your User Name.

• Please choose a Password that is easy to remember. (You will use this User Name & Password each semester).

• Once complete, click “Submit” at the bottom of the screen.
- Scholarship Applicants & Instructors, please do not select courses. Instead, click HERE and complete the form. Please do not follow the remaining steps on this document.

- If you are NOT an Instructor or you are NOT applying for Scholarship, click “Course Search” on the left side of the screen to select your courses.
• Next to “Session” – Select “Spring 2024”.

• Next to “Category” – Select “Options: Adults 55+”.

• Click the “Search” button.
Select a course by clicking the blue course link.
After you click the course you want, click “Add to Cart” at the bottom of the page.
To add additional courses, click "Continue Shopping".

When you return to the search page to add additional courses, be sure to select "Spring 2024" and "Options: Adults 55+" again.
Once you have selected all your courses, click "Checkout" at the bottom of the page.
- Your Billing Information will already be there. Please ensure that it’s accurate.
- Complete the Payment Details questions, including your payment method.
- Click “Next Step” at the bottom of the page.
• Verify your order information to ensure accuracy.

• Check the “CSI Refund Policy” box in order to proceed.

• Click “Place Order” at the bottom of the page.
- A copy of your receipt will be emailed to you.
- You can also click “Print Receipt” to print a copy of your receipt and class schedule.
- You will receive your course zoom links and/or buildings & room numbers 3 business days before the course start date.