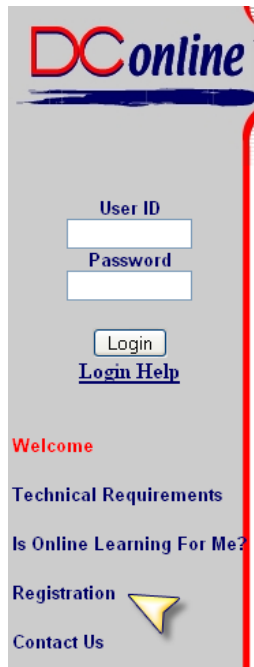


Alabama Rules and Regulations Course Online Registration Instructions

1. Step One

For a new DConline user go to www.DConline.us and click on the registration button.

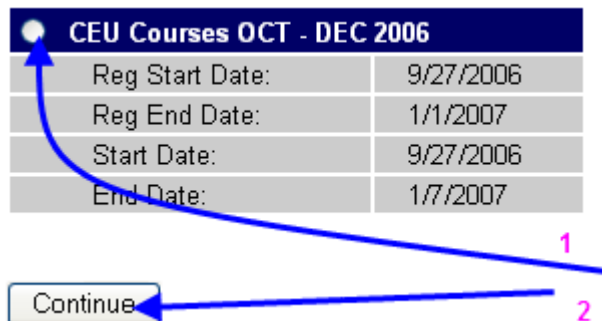


The screenshot shows the DConline homepage. At the top is the logo "DConline". Below it are input fields for "User ID" and "Password", followed by a "Login" button and a "[Login Help](#)" link. Further down, there are links for "Welcome", "Technical Requirements", "Is Online Learning For Me?", "Registration" (with a yellow arrow pointing to it), and "Contact Us".

If you have already taken a DConline course log into your DConline homepage and click on the "Add/Drop" button.

2. Step Two

Click registration and then click on CEU Courses for the date or term you want to use. We use OCT – DEC 2006 for this example. Then click continue.

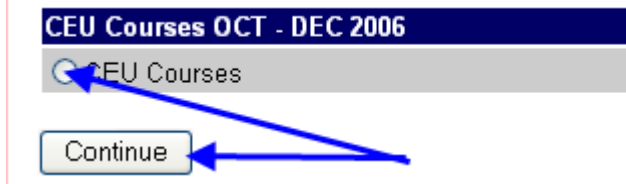


The screenshot shows a table of CEU Courses for the term OCT - DEC 2006. A blue arrow labeled '1' points to the radio button in the first row. Below the table is a "Continue" button, with a blue arrow labeled '2' pointing to it.

CEU Courses OCT - DEC 2006	
<input type="radio"/>	Reg Start Date: 9/27/2006
<input type="radio"/>	Reg End Date: 1/1/2007
<input type="radio"/>	Start Date: 9/27/2006
<input type="radio"/>	End Date: 1/7/2007

Continue

3. Click CEU Course and click continue.



4. Select the class you wish to take. And click continue



5. Select your payment plan and click continue.
If you choose pay with Visa or MasterCard you may have instant access to your course.
6. Fill in your personal information and make sure you write down the password you made. This is case sensitive and should have no spaces. For instance you could use your dogs name.
7. On the next page you confirm your information and agree to this statement.

I certify to the best of my knowledge that the information on this application/registration is true and complete without evasion or misrepresentation. I understand that if found to be otherwise, it is sufficient cause for rejection or dismissal. I understand that I am responsible for tuition fees.

Date: 10/4/2006

Make sure you check this box and then click the submit button

By checking this box you have created an electronic signature as legally binding as your handwritten signature.

****Please Print this page for your records****

Submit Registration

8. Click the pay online button.
9. Fill in your payment information and securely submit your information!
Please wait for the next payment screen to close. It may take a moment, but this is to protect your privacy and credit card information.