How to Register for Courses

Login: _____
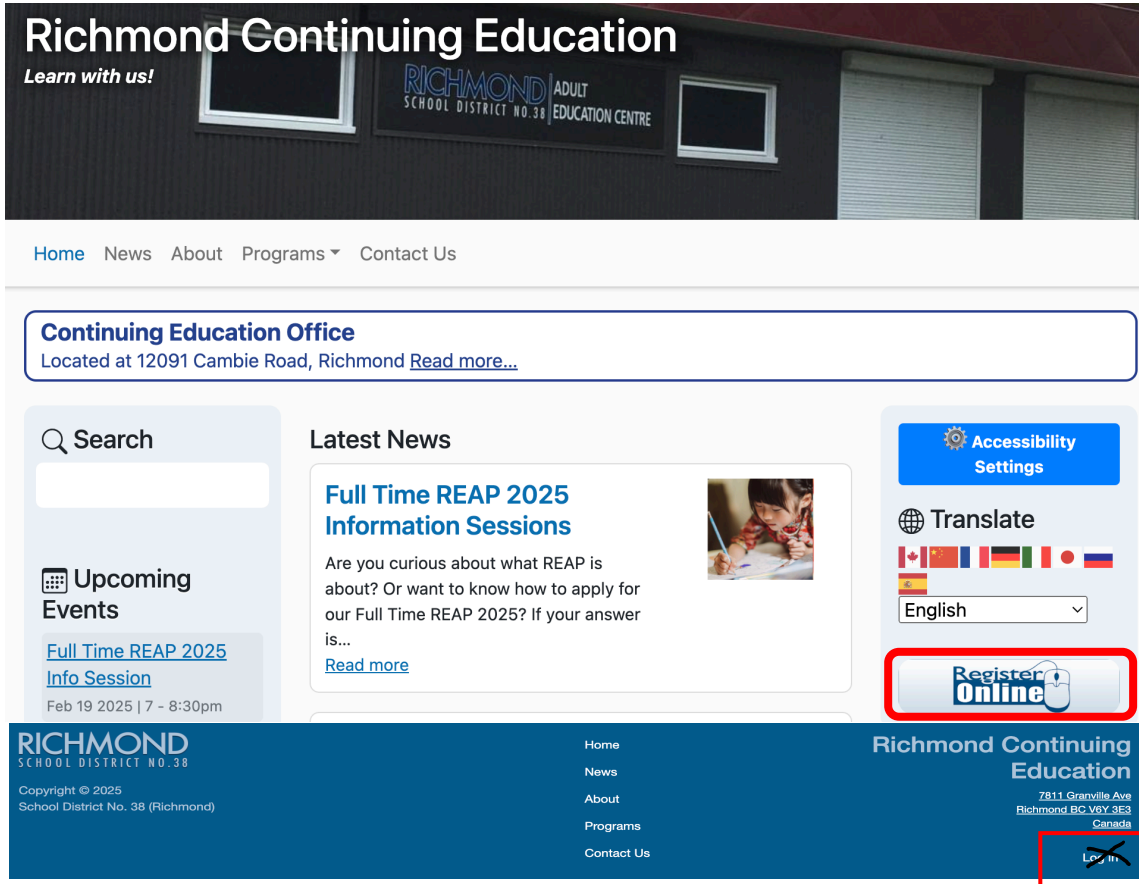
Password: _____

Website: www.richmondce.ca
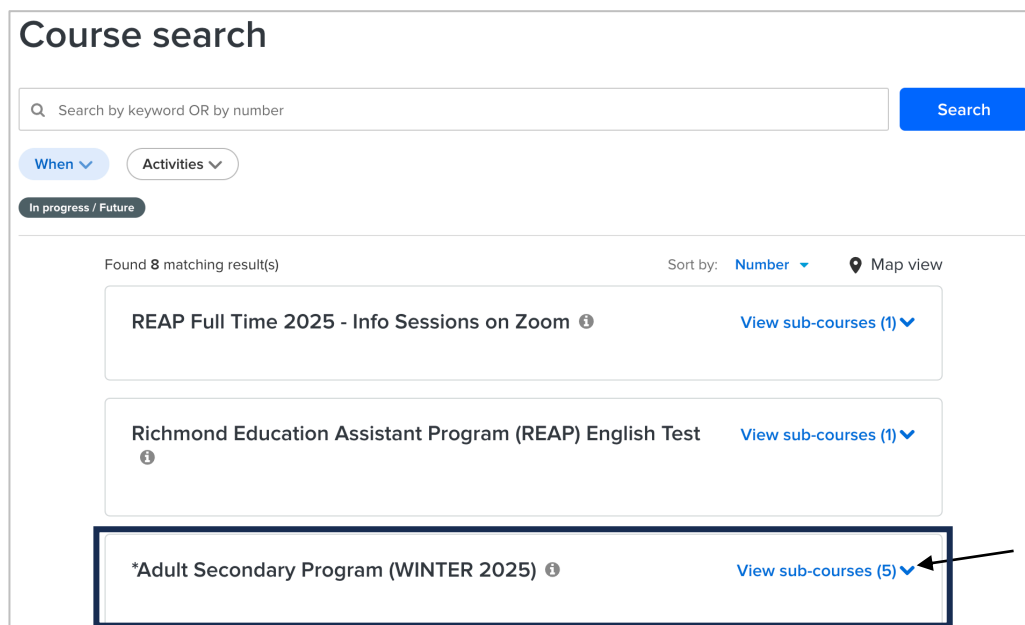
Click on "Register Online" ~~(not Login)~~

Help – 604.668.7899 ext 2

<u>Note</u>: This will look different on cellphones. The "Register Online" button is located at the end of the screen.

Under Course search, choose "Adult Secondary Program" – click on down arrow

Choose the category of courses you are interested in e.g. Foundation Language Arts (FLA) – click on down arrow for individual courses.

Foundation Language Arts (FLA) FALL 2024 ⓘ   View sub-courses (24)

Full

English: FLA Level 1A AM ⓘ   View fee details

#25201(A)-1A / Age at least 16 yrs but less than 90 yrs
📍 Adult Education Centre, 12091 Cambie Rd, Richmond
🗓 September 9, 2024 - November 6, 2024 MTWTh @ 9 am to 11:30 am

English: FLA Level 1A PM ⓘ   View fee details

#25201(A)-2A / Age at least 16 yrs but less than 90 yrs   Enroll Now
📍 Adult Education Centre, 12091 Cambie Rd, Richmond
🗓 September 9, 2024 - November 6, 2024 MTWTh @ 12 pm to 2:30 pm

Find the course and time you would like to register for and click the "Enroll Now" blue button to register.

➢ If the button "**Enroll Now**" is not available, it may mean that it is not time to register yet OR the course is full.

Enter your Login name and Password.

Sign in

Login name

Enter your Login name

Password

Forgot your password ?

Sign in

Don't have an account? Join

If a course is full, click on the course name – the following will appear. Add yourself to the waiting list by clicking on the box "+ Waiting List".

You will then be asked to enter your Login name and Password.

Click "Add to cart"

Click "Finish"

If you have successfully registered for a course or a waitlist, you will receive a transaction receipt from RCE@sd38.bc.ca confirming your registration or waitlist (Pending Enrolment).

To sign in or create an account:
www.richmondce.ca > click on "Register Online" and click on "Create an Account" in the top right corner (as below).

 then

If you have already created an account, simply enter your login name and password. If you are not sure, please contact the office at 604-668-7899 ext. 2.