University Training Site Registration Steps

1. Navigate to training.georgiasouthern.edu

2. Enter your MyGeorgiaSouthern.edu username and password, select “Student,” and login.
3. Once on the *University Training Site* homepage (see below), click on “Start Date” to organize events/workshops by date (it is organized alphabetically by default).

4. Click on “Next” to navigate to events/workshops not listed on the current page.
5. Then, on the new page, choose the event/workshop that you want to attend by clicking “Add to Cart” (see example below).

6. Then, in the upper right hand corner, click on the checkout cart and then select “Checkout” when the window pops up.

7. On the next page select “Proceed to Next Step”
8. You are now enrolled. The current page will allow you to either print your enrollment receipt, continue browsing courses, or return back to your user home screen. This page will also display your enrollment details.