Select the course you wish to purchase.

Click on the Course Title to view description, pricing, shipping/handling information

Click Order Now

Select “Enroll Yourself”

Select "Create Account". You will enter your name, address, etc. You must provide a street address for shipping via FedEx or UPS. After entering your information, you will need to select “Create Account” again.

A Welcome Message will appear on your screen – select “Continue” (in the last line of the paragraph)

Choose delivery method (online or CD/DVD)

Add license Information; once entered click confirm (if you do not have license number select skip licenses)

To purchase additional courses select “Add More Courses” located at the bottom of the page.

Select “Finish Registration”: A valid Visa, MasterCard, Discover, or American Express card is required for payment. Be sure to have your credit card information ready before proceeding to payment (exact name on the card, number, expiration date, and the security code which is on the front of the AE card and on the back of all others). Verify your selections and click “Submit”.

Check Out
  o This is a secure and timed site and will allow only one payment attempt. If time does expire or if your payment fails, please call 1-800-446-0382 to provide the necessary credit card information needed to complete your order. Failure to pay within five (5) business days will be designated an incomplete order and result in cancellation. Orders will not be processed until payment has been received.

For Online Orders:
  o For Viewing the Course, Taking the Exam and Completing Feedback Survey you will receive an email with instructions within an hour of purchasing your course(s). Add the domain @auburn.edu to your trusted contact list to ensure you receive the email. If you have not received your email, please check your “spam and/or trash” folder.
  o RETAIN YOUR CONFIRMATION EMAIL.

For DVD/CD orders:
  o RETAIN YOUR CONFIRMATION EMAIL.
  o Your order will be shipped from our Office within 3-5 business days. Rush orders must be received by 1:00 pm CST in order for it to be shipped as next day delivery.