OLP Online Enrolment process
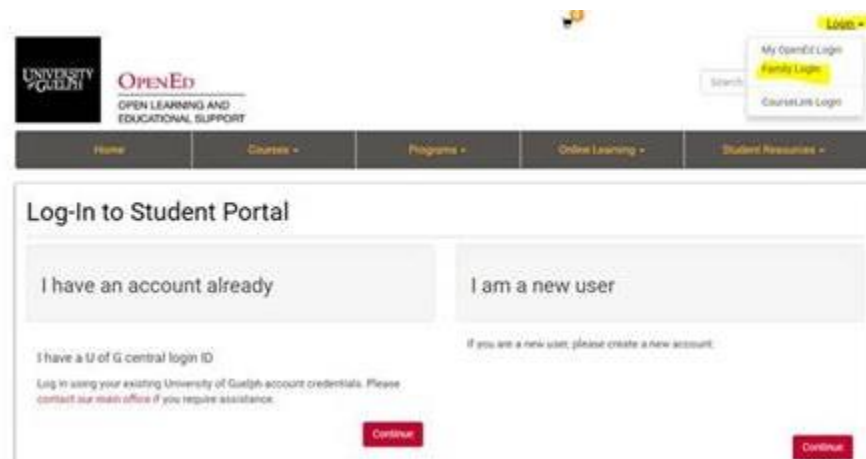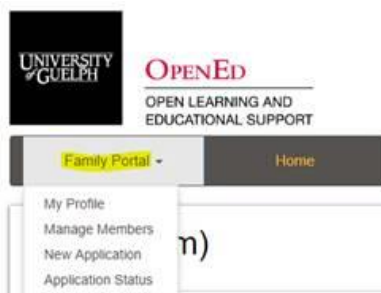
1. https://courses.opened.uoguelph.ca/search/publicCourseSearchDetails.do?method=load&courseId=15163885
2. Add course to cart
3. Click Checkout, then Click Checkout a second time
4. Choose **Family Checkout**
   a. If you already have a UofG Central Login, select 'I have a Family Account already' – **proceed to step 5 below**
      OR
   b. If you **do not** have a UofG Central login, select 'Create a New Family Account'- an email will be forwarded to you with your Username and Password
      i. In body of email there is a link back to the OpenEd Student Portal
      ii. Click Login at the top right of OpenEd Student Portal and select 'Family Login'

5. Enter Central Login Username and Password
6. Under the 'Family Portal' tab (top left - see below) enter your Profile, add Members (child or children) and create an Application for each member

7. Once applications are complete go to your cart and add members
8. Checkout