STEP 1: After adding all your courses to your cart, find the shopping cart icon and click on it.

Repeat steps 2-4 for every eligible class in your shopping cart.

STEP 2: Check the "Apply a Discount" box located under the Options column.

STEP 3: Click on the down arrow to see the drop-down menu.

If that doesn't work, try clicking in the middle of the field.

STEP 4: Select the “OLLI Plus Membership Discount” to get the Plus member rate.

This option will only appear to current OLLI Plus members.

This option will only appear for courses that are eligible for a Plus member discount.
Completing Enrollment

After you have reviewed your cart and added all applicable discounts, click: [Checkout]

Note: If you do not have an active OLLI Membership, this is the point where the system will automatically prompt you to add a membership to your cart.

**STEP 1:** Scroll down and enter your credit card information and billing address.

**STEP 2:** Scroll down, complete the two questionnaire questions.

**STEP 3:** Scroll down and review the Policy Confirmation. Then check the agreement box.

**Policy Confirmation**

- Discounts must be claimed at the time of the enrollment.
- Refund requests will be accepted through the close of business on the final refund date, which is printed on your payment receipt.
- I understand that there is a $30 administrative fee withheld from each course for which I request a refund unless the course is cancelled. I understand that I can request withdrawal from a course prior to the last meeting and sitting for the final exam. I understand that certificate and other miscellaneous fees are non-refundable and agree with the parking permit refund and replacement policy. I have read and understand the policy on student conduct, security and privacy. I approve charging the above indicated amount on my credit card.*

*You will receive a confirmation email after you complete checkout from enroll@uclaextension.edu. Please check your Junk/Spam folder if you do not see the email in your inbox.*

**STEP 4:** To finish enrolling, click

To register over the phone or for help with refunds, please call registration at: 310-825-9971, ext. 601

Questions about OLLI? Call the OLLI office at 310-206-2693 or email osher@uclaextension.edu