

How to Register

Review the [Study Group Guide](#) to read the descriptions of the study groups and write down the group number from the guide

New Registration- You have not registered for any study groups this season.

- Use the link on the Study Groups webpage <https://www.brandeisphoenix.org/study-groups.html>
- Complete the personal information and then click on *Next*
- Be sure you are a member of BNC Phoenix or renew your membership.
- Register for any new or currently open groups.
- Add yourself to the waitlist for any groups that are not currently accepting any additional registrations.
- Pay using your credit card.
- You will receive a confirmation email from Brandeis BNC – Save It!

Already Registered – You previously registered for other groups this season.

- Open the confirmation email you received from Brandeis BNC after you registered for your other groups.
- Click on the link that says *“Click here to edit your registration information”*.
- DO NOT create a new account using an alternate email address.
- Register for any new or currently open groups.
- Add yourself to the waitlist for groups that are not currently accepting any additional registrations.
- Pay using your credit card.
- You will receive a confirmation email from Brandeis BNC – Save it!

Misplaced Your Confirmation Email

- Use the link from the BNC Study Group webpage <https://www.brandeisphoenix.org/study-groups.html> as if you are creating a new registration.
- Complete the information. The system will alert you there is already a record for this member.
- It will ask you if you wish a duplicate confirmation emailed to you.
- If you say “yes”, you will receive a duplicate confirmation email within a day or so.
- Use the link that says *“Click here to edit your registration information”* to add additional groups.