Create An Account At Train 2 Retain



What's In It For Me?

Why Train 2 Retain?

Get Started Today

STEP ONE Select the "Register for Training" Link



Step Two Complete the form and click "Create Account":



The system will notify you that a confirmation email has been sent to your email address. You must open this email to proceed with the registration process.



You will not be able to proceed with registration until you have confirmed your account!

Checking for your confirmation email:

- Creation of a confirmation email is almost instantaneous by our system. If you do not receive your confirmation email:
 - Check your junk email folder to make sure that the email has not been deposited in this folder.
 - Make sure that your email provider has not blocked the email as "spam".
 - If you still cannot locate your confirmation email, contact us at 502-320-4706 so we can help.

The confirmation email you receive will look like the example provided below:



When you click on the activate account link in the email, your browser automatically directs you back to the Train 2 Retain site as seen in the next slide.

You have now activated your account. You may now log into your account to complete the registration process for a course. The student page you have created is permanently your account and you may add additional courses at any time in the future to this account.



Your Account is now active. You may now log in by entering your email and password at the top of the page.

Register for a Course



<u>Train 2 Retain</u>	Home <u>Student Home</u> Course Registration <u>Course Paymer</u> Course Registration	nt <u>Logout</u>	
			TRAZ
* (All fields	marked with an asterisk are required)		
First Name: *]	2
Last Name: *		1	RETAIN
Company:		1	0.0.0.0
City: *		1	
State: *	Pick a State	1	
Zip: *		1	
Phone: *]	
Email:]	
Are you in or a veteran of the US Military?	○ Yes ● No, We offer discounts to veterans and active service personnel.		
Notes/Comments:			
	Include with your comments the best time to call.		
Register	PICK A COURSE TO REGISTER FOR	PRICE	
Wastewa course is de	ter Treatment Basic Course: The wastewater treatment basic esigned for entry level students preparing for lower levels of wastewater etification and those operators employed at small wastewater treatment	\$150.00	
systems. If you we	re given a PO Number to use for payment, enter it here:		The course
Is this cou	urse being taken for CERTIFICATION CREDIT? *		screen lool

The course registration screen looks like this. Complete the form as requested.

Are you in or a veteran of the US Military?		○ Yes ● No, We offer discounts to veterans and active service personnel.	
Notes/Co	omments:	Include with your comments the best time to call.	
Register		PICK A COURSE TO REGISTER FOR	PRICE
	Wastewa course is de treatment c	ter Treatment Basic Course: The wastewater treatment basic esigned for entry level students preparing for lower levels of wastewater ertification and those operators employed at small wastewater treatment	\$150.00
	If you we	re given a PO Number to use for payment, enter it here:	
	Is this cou	urse being taken for CERTIFICATION CREDIT? *	
	Is this cou	urse being taken for CONTINUING EDUCATION CREDIT? *	
	Basic Ma Water and	Ithematics for Water and Wastewater: Basic Mathematics for Wastewater	\$80.00
	If you we	re given a PO Number to use for payment, enter it here:	
	Is this cou	urse being taken for CERTIFICATION CREDIT? *	
	Is this cou	urse being taken for CONTINUING EDUCATION CREDIT? *	
Any	discoun	ts or coupon codes will be applied on the next screen.	Register

At the bottom of the registration form, click "Register".

Note:

Make sure you have filled out the registration form completely and accurately.

Upon completion of the registration form, the payment screen will automatically appear.



Train2Retain Resources, LLC



NOTE: YOU ARE NOT REQUIRED TO HAVE A PAYPAL ACCOUNT TO PAY FOR A PURCHASE.

You are now REGISTERED FOR TRAINING! Log into your student page and begin!

