



HOW TO ORDER YOUR ONLINE CLASSES

1. Sign into the NIAAA site (you need to be a member to do so)

2. go to the Classroom Tab and Enter the Classroom

3. Once in the Classroom REGISTER for the Online Class you would like to take then go to Checkout

Name	Event Dates & Location	Registration Period	Register
CAA Practice Test info@niaaa.org	Online Course Access Online Exam	Open	Not Completed
2024 NIAAA Online Course - LTC 904: Guiding Foundations and Philosophies for International School Athletic Programs info@niaaa.org	Online Course	Open	Register
2024 NIAAA Online Course - LTC 903: Enhancing Organization Management and Effectiveness in International School Athletic Programs info@niaaa.org	Online Course	Open	Register
2024 NIAAA Online Course - LTC 902: Strategies for Organizational Management in International School Athletic Programs info@niaaa.org	Online Course	Open	Register

https://niaaa.finalforms-amp.com/events?events.category_id_in=7%2C8
August 13, 2024 at 12:07:49 PM
Joe Thomson

Google Chrome, (127.0.6533.88 (6533.88))
macOS 14.5.0

4. Checkout - select the **DISCOUNT CODE** button and apply the **DAAD####** code (#### = course number, ex. LTC506) . Once the code is applied you will see the balance due is \$0.00 😊 Hit Process Fees . You will be given a link to your course on your home page

The screenshot shows the checkout interface with the following annotations:

- 1**: Points to the user profile in the top right corner.
- 2**: Points to the green banner stating "No Charge! Since your balance is \$0.00, please simply click Process Fees below to mark all fees as paid."
- 3**: Points to the "Discount Code" input field with the text "3. enter code DAAD####" and "#### = course number".
- 4**: Points to the "Total: \$0.00" amount.
- 5**: Points to the "Process Fees" button (labeled as "hit Process Fee button").

Fee Description	Amount
2024 NIAAA Online Course - LTC 506: Legal Issues II (Title IX & Sexual Harassment) Registration Fee	\$0.00
Included: DAAD 506 Voucher Discount	
Total:	\$0.00

6. You are ready to take the course - hit the link to access!

Joseph Thomson CAA CMAA [Memb](#)

✉ jthomson@eta356.com · 📞 302-362-2077

LTCS TAKEN (23): LTC 501 LTC 502 LTC 506 LTC 511 LTC 601 LTC 608 LTC 610 LTC 612 LTC 614 LTC 618 LTC 626 LTC 630 LTC 640 LTC 710-A LTC 716 LTC 721 LTC 726 LTC 790 LTC 799

NIAAA Membership: 🟢 845

NIAAA ID: 27610870

2024 NIAAA Online Course - LTC 504: Legal Issues I (Liability for Sports Injuries & Risk Management) Registration: 🔗 Access