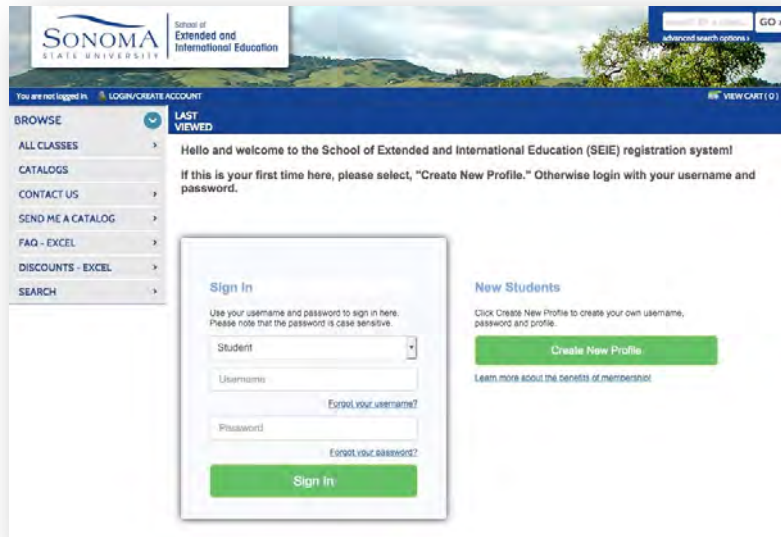


How to make your ERD payment

Step 1 – Visit the SEIE Registration System at csusonoma.augusoft.net

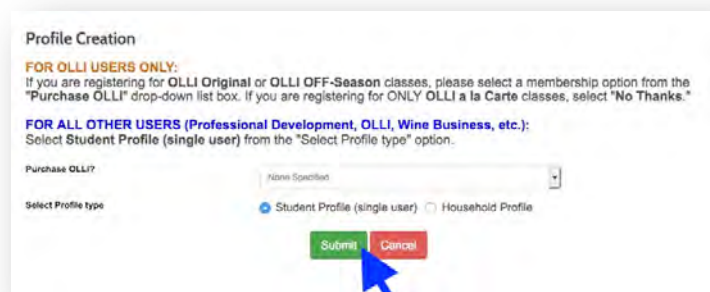
Step 2 – If this is your first time using this registration system, please select **Create New Profile** to create a new user account. Otherwise, enter your username and password to **Sign In** or click **Forgot your password** to reset your password. (For existing users, skip Steps 3 & 4)

Note: This is a different system than MySSU, so most likely you will all be new.



The screenshot shows the SEIE Registration System login page. At the top, there is a navigation bar with the Sonoma State University logo and the text "School of Extended and International Education". Below the navigation bar, there is a "BROWSE" menu with options like "ALL CLASSES", "CATALOGS", "CONTACT US", "SEND ME A CATALOG", "FAQ - EXCEL", "DISCOUNTS - EXCEL", and "SEARCH". The main content area features a "Sign in" form with fields for "Student" (a dropdown menu), "Username", and "Password". There are links for "Forgot your username?" and "Forgot your password?". A green "Sign in" button is at the bottom of the form. To the right of the form, there is a "New Students" section with a "Create New Profile" button and a link to "Learn more about the benefits of membership".

Step 3 – For Profile Creation, **Select Student Profile (single user)** and click **Submit**.

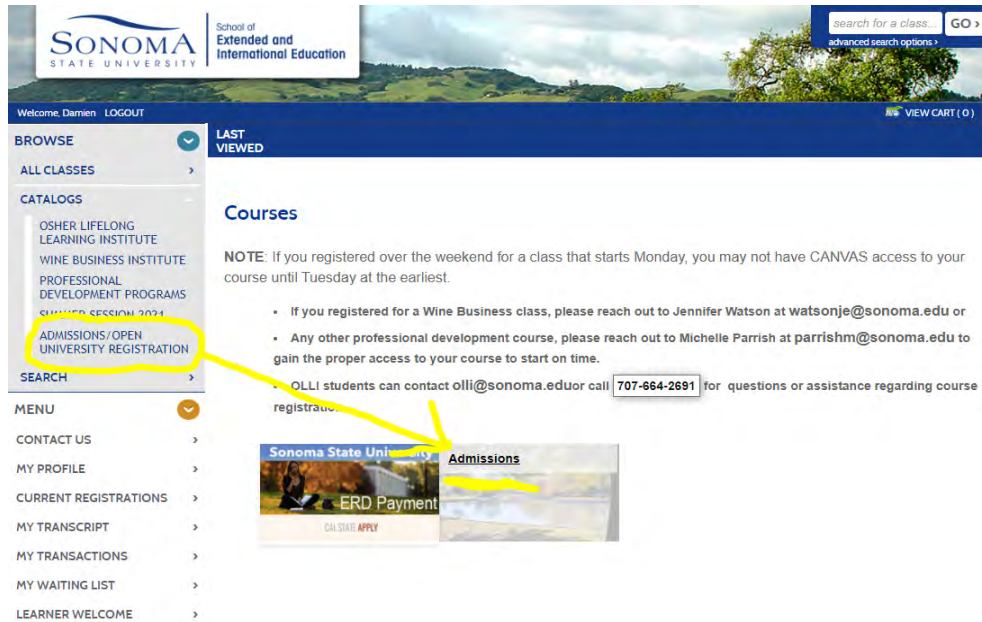


The screenshot shows the "Profile Creation" page. It includes instructions for "FOR OLLI USERS ONLY" and "FOR ALL OTHER USERS (Professional Development, OLLI, Wine Business, etc.):". Below the instructions, there is a "Purchase OLLI?" section with a "Name Specified" dropdown menu. The "Select Profile type" section has two radio buttons: "Student Profile (single user)" (which is selected) and "Household Profile". At the bottom, there are "Submit" and "Cancel" buttons. A blue arrow points to the "Submit" button.

Step 4 – Enter your information in the **Step-1, 2 & 3** tabs to create a new account.

Step 5 – Sign in with your new account as needed.

Step 6 – Select **Catalogs > Admissions/Open University Registration** to see the **ERD Payment** option



Step 7 – Click the **Admissions** tab and then add the appropriate ERD option by clicking the yellow **“Add to Cart”** button.

NOTE: ERD for EMBA - \$400 or ERD for all other programs - \$50



Enrollment Reservation Deposit (ERD) - EMBA Only

Enrollment Reservation Deposit (ERD) - Only EMBA

Start date: 04/20/20 **End date:** 12/31/27 Days of the Week : Online 24/7 .

Tuition: \$400.00

Instructor : [TBD TBA](#)

Add to Cart »

[View Details »](#)

EMBA: \$400



Enrollment Reservation Deposit (ERD) for all Programs (Except EMBA)

Enrollment Reservation Deposit (ERD) for all Programs (Except EMBA)

Start date: 04/20/20 **End date:** 12/31/26 Days of the Week : Online 24/7 .

Tuition: \$50.00

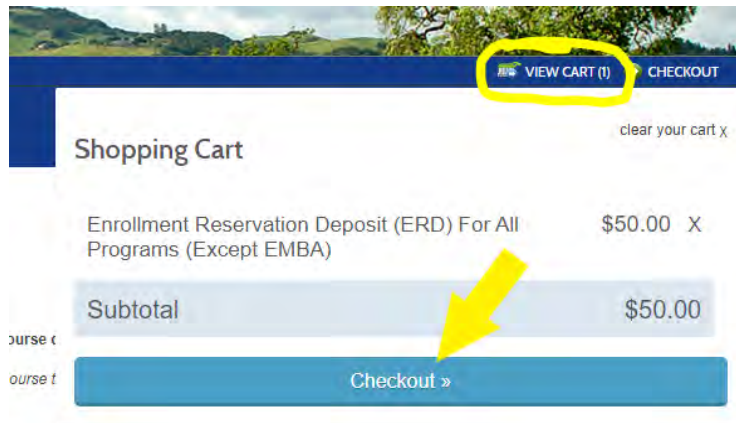
Instructor : [TBD TBA](#)

Add to Cart »

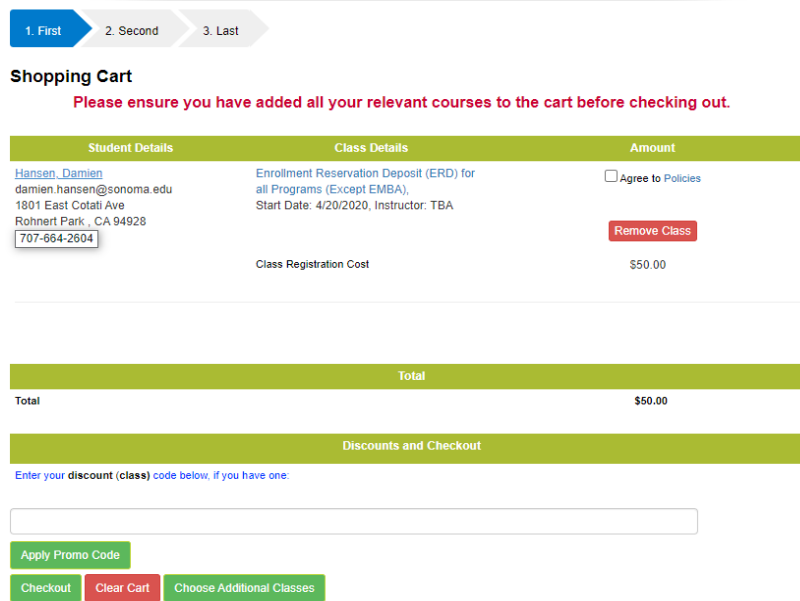
[View Details »](#)

All other programs: \$50

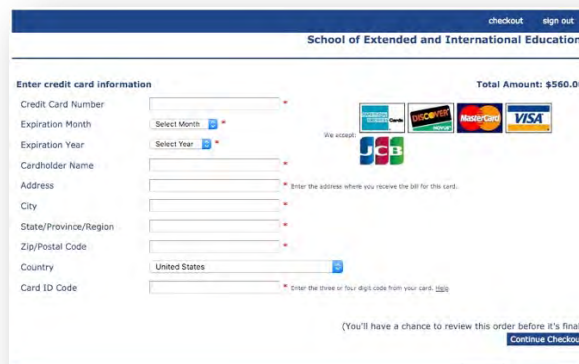
Step 8 – Click **View Cart** at the top of the screen to view your **Shopping Cart**.



Step 9 – Check your **Shopping Cart** to make sure everything is correct and click **Checkout**.



Step 10 – Proceed to payment screens and complete checkout.



Congratulations!

You have now completed your ERD payment process.