HOW TO BOOK A UCC SHORT COURSE ON THE UCC ONLINE SHOP

1. Once you select **Register Now on the UCC Shop** on your course webpage, you will connect to the booking page, as below. Click **Add to Basket.**





2. If you are buying just one course, go to the Cart on the top right-hand corner of your computer screen and click to view your purchase details.



3. If you are happy with your purchase details, click **Proceed to Checkout.** (Please ignore the coupon box unless you have a reduction code, relevant to UCC staff only and for a limited number of other cases.)

			FAQS	Payment & Returns Delivery C	ontact Us Vendor Login/Register
UCC Shop .ie		ACCESSORIES BOOK	S CLOTHING GIFTS ONLINE BOOKINGS SPOR	TS UNISALON FIND YOUR SCHOOL	 4 ≤ ¹/₂ ⊂
NIVERSITI 	Cart	JUGG			UNIVERS COLLEGE CORK
	Product Price Quantity * ***********************************	Subtotal Cart Totals e170.00 Subtotal	€170.00 PROCEED TO CHECKOUT	_	
	Coupon code	PPLY COUPON			
	Everything you need from UCC Students, alumni, and visitors can stock up on the latest University College Cork apparel and				

4. On the **Checkout** page, enter your billing details. Click the Terms and Conditions box and then click **Place Order**.

Checkout		UCC	TIEC	UNIVERS
Returning customer? Click her	<u>e to login</u>	Your Order		
Billing Details		Product Brain Health (Short Course)	Subtotal	
First Name *	Last Name *	*1		
First Name	Last Name	Subtotal	€170.00	
Company Name (optional)		Coupon: acecoupontest	-€170.00 [<u>Remove</u>]	
Company Name		Total	€0.00	
Ireland				
Street address *		I have read and agree to the w	bsite <u>terms and conditions</u> "	
House number and street name		PLACE	(DER	
Apartment, suite, unit, etc. (optional)				
Town / City *				
County *				
Cork				
Eircode (optional)				
Phone *				
Phone				
Email Address *				
Email Address				
Create an account?				

4a. Now choose your payment method, either debit or credit card, or PayPal. Enter your detail and click Buy Now.



5. Your order will be confirmed and you will receive an **Order Number** with the date of purchase. Please retain this number for refund purposes. You will also receive a confirmation email from **UCC Shop (New Customer Order)** with your order details. Please also retain as proof of purchase.

Please note: if you are buying a course as a gift or for someone other that the payee, you will be asked at this point to supply the details of the person who will be attending the course.



Billing address

Regina Sexton	
JNIVERSITY COLLEGE CORK, WESTERN ROAD	
Vestern Road	
Conk	
Conk	
Dork	
12 EH31	
₽ 0214904000	
⊴ shortcourses@ucc.ie	