

## How to Register for an Education Course in Navica

Login: [www.navicamls.net](http://www.navicamls.net)

If you do not know your login information, please contact us.

1. From the Navica home screen, select 'Register for an Association Event' or click on 'News & Events' in the left-hand column.
2. Your calendar will appear. Select the 'Association Events' tab above the calendar.
3. Go to appropriate month/date. Click on the event you would like to attend. A new window will appear with the event information.
4. Click 'Register' on the bottom right. Fill out applicable fields and click 'Register' again.

IF A CLASS FEE IS INCLUDED: Follow steps 1-3. Click 'Register' on the bottom right. Fill out applicable fields and click 'Register and Pay Online'. Enter payment type and click 'Continue'. Fill out applicable payment fields and 'Submit Payment'.