How to Enroll in Your MSF Basic eCourse With
Your Unique Link

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Where to Go to Enroll in Your Basic eCourse

To waive the $19.99 registration fee, you must enroll in the online eCourse using the unique link you received from your hands-on provider.

The course fee will be $0.00 if you use the unique link.
1. Enter your **Student Information** in the required fields.

2. Click on **Enroll Student**
Review and Edit Your Information
(Fix Typos or Mistakes!)

3. If you have entered all required enrollment information, look for this message to appear near the bottom of the page that ‘Temporary enrollee successfully added....’ It looks like this!

Take a moment to review the information listed under heading, Temporary Enrollee(s).

If you made a mistake and need to fix it, click on the Edit button to make corrections.

4. Click Complete Registration.
Review and Confirm Registration Information

5. At this point, if the Total Amount Due: $0.00 and the Waiver and Indemnification is visible on the bottom half of the screen, proceed to Step 8 in this guide and complete the Student Release.

IF YOUR SCREEN LOOKS LIKE THIS, PROCEED TO STUDENT RELEASE
IF YOU ARE ASKED TO MAKE A CREDIT CARD PAYMENT STOP!

You did not enroll using your unique link!

A payment page only appears when there is a remaining balance due.

These areas will not be highlighted on your screen; they are highlighted in this diagram for instructional purposes.

Please Copy and Paste the unique link into your browser and re-enter your Student Information. The Fee is $0.00 when you register using your link.
Student Release: Read and Accept

6. To complete the registration, you must read and agree to the Student Release by checking the ‘I Accept’ box. To activate that checkbox, you must first read the release by scrolling to the bottom of the inset document.

If you cannot click on the ‘I Accept’ box, make sure you have scrolled to the end of the waiver (and not just the bottom of the Enrollment page).
Student Release: Accept, Confirm and Complete

7. Make sure the ‘I Accept’ box is checked.

8. Enter your email address in the required confirmation fields. You will be entering it twice.

9. Click on Complete Registration.
Your eCourse Login Credentials

10. **On your enrollment confirmation page**, scroll down until you find your user login (it will be your email address), your eight character password (this time all the letters will be lowercase), and the eCourse login site [elearning.msf-usa.org](http://elearning.msf-usa.org)

**WRITE DOWN YOUR LOGIN INFORMATION OR PRINT THIS PAGE!**

![Login Information Image]

**WRITE DOWN YOUR LOGIN INFORMATION OR PRINT THIS PAGE!**

You can click on the website URL to get to the MSF eCourse Server Login Page.

[http://elearning.msf-usa.org](http://elearning.msf-usa.org)

Enter your Username (email address) and Password (8-characters, all letters in your password will be lowercase).

Click on [Log in](http://elearning.msf-usa.org).
How to Log in if You Can’t Find Your Confirmation Information

If you accidentally closed your confirmation page without saving the information, don’t worry, you will receive a duplicate copy via email.

If you don’t see it in your Inbox, make sure to look in both your Spam and Trash folders for an email from noreply-res@msf-usa.org

If you cannot locate the email, and you closed your confirmation page without saving your password, you can use the ‘Forgot your username or password?’ option on the MSF eCourse login page. The email address you used during the enrollment process will be your username.

You can always email or call the MSF eCourse Support Desk for assistance.

Email  msfsupport@msf-usa.org  Phone  (949) 727-3227 x 3158

Hours  Monday – Friday 8:30 am – 5:00 pm Pacific Time  CLOSED WEEKENDS