

REGISTERING FOR AN RSA COURSE

Our current class schedule, class descriptions and pricing can be found on education.emc.com/guest/training/rsa. The schedule is consistently updated and will always have the latest information.

If a course does not appear on the web, it is either full or has been cancelled. Courses can be cancelled by RSA two weeks prior to the start date of class. We do not allow additional students to sit in classes that are at maximum capacity.

You will need a Powerlink account in order to register. To create an account:

1. Go to <https://education.emc.com>
2. Click on Customer/Partner Login, and then click **Establish a new account**.
3. Once you fill in your registration details, you will be sent a validation code via email. This code will be needed to complete the process.
4. Please confirm your company location to receive appropriate pricing based on your relationship with RSA. If your company is not listed, select the option **which best describes your relationship with EMC**. Click **Next**.
5. A registration confirmation message will appear.
6. Go education.emc.com/cust/training/rsa and select your company location to complete account registration process

To enroll in classes or view pricing after you have established an account:

<http://www.emc.com/training/rsa-education-services/index.htm>

1. Click **Course Catalog and Registration**. Select **View courses and register**.
Select the **course title** to view a full description.
2. To display a current listing, click on the delivery option next to the course title.
3. To display the current schedule and locations, click **View Schedule**.
4. To enroll in a class click on **Add to Cart**.
5. To complete your registration, click on the cart. You will see a summary of the classes you are purchasing.
6. Click **Check Out Now** at the bottom of your screen. Choose your payment method and fill in the applicable information. Click **Continue**.
7. Review and confirm your order. Click **Place Order** to complete your registration and order.

*You should take this opportunity to print your receipt by clicking **Print Receipt**.

Registration with Training Units:

- Select 'Training Unit' from the Payment Option Screen.
- Available Training Units will be automatically deducted from your company's account.
- Click on Confirm Order to complete processing.

Registration with Credit cards:

- Select Credit Card from the Payment Option Screen.
- The credit card entry window will appear.
- Enter your credit card information.
- Click on Confirm Order to complete processing.

Please do not hesitate to contact trainingregistration@rsa.com with any questions. Please allow 48 hours for a response.

Thank you,

RSA Educational Services

tel: 1-800-995-5095 - e-mail: trainingregistration@rsa.com - web: www.emc.com/rsa-training