ONLINE REGISTRATION FOR COMMUNITY ED AND NONCREDIT

1. Go to www.napavalley.edu

2. Select WebAdvisor at the top of the page.

3. On the WebAdvisor page select the WebAdvisor button.

4. Scroll down and select the Continuing Education button. DO NOT LOGIN. The Continuing Education option allows you to register for these classes without logging in to WebAdvisor.

5. Then select “Register and Pay for Continuing Education Classes”.

6. If you know the 5-digit course number, enter it in the Course Code Number field, scroll to the bottom of the page and click “Submit”.

* If you don’t know the course number or would like to register for multiple classes, scroll to the bottom of the page and click “Submit”.

7. When you have found classes you want to register for, check the “Select Box” in the first column of the class list and then click “Submit” at the bottom of the page.

8. Complete the Personal Identification page information. At the bottom of the page, check the box “YOU MUST CERTIFY IN ORDER TO PROCEED...” and then click “Submit”.

9. You will be asked a couple of general questions before the Pay for Class page opens. On the Pay for Class page, click on the “Choose one of the following” dropdown and select “Register Now (Checkout)”.

10. When you are ready to pay for your classes, choose payment type from the dropdown and enter your payment information, then click “Pay Now”. No payment required for noncredit classes.