

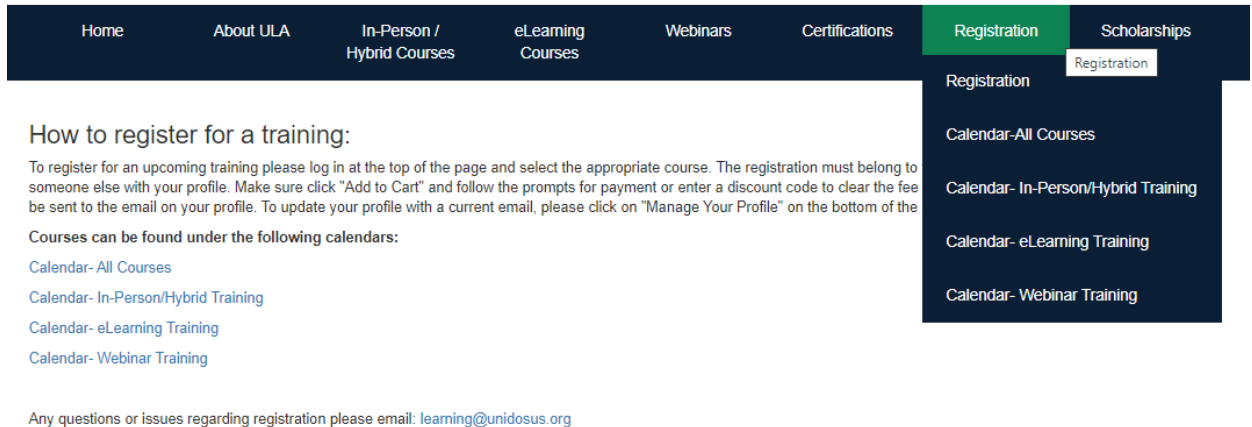
# How to Create User Profile

## 1. Click on Registration tab

Note: Participant **MUST** start registration process to create User Profile

### ➤ Select type of course training

Example: Calendar eLearning Training



Home About ULA In-Person / Hybrid Courses eLearning Courses Webinars Certifications **Registration** Scholarships

Registration  
Registration

Calendar-All Courses  
Calendar- In-Person/Hybrid Training  
Calendar- eLearning Training  
Calendar- Webinar Training

How to register for a training:  
To register for an upcoming training please log in at the top of the page and select the appropriate course. The registration must belong to someone else with your profile. Make sure click "Add to Cart" and follow the prompts for payment or enter a discount code to clear the fee be sent to the email on your profile. To update your profile with a current email, please click on "Manage Your Profile" on the bottom of the

Courses can be found under the following calendars:

- Calendar- All Courses
- Calendar- In-Person/Hybrid Training
- Calendar- eLearning Training
- Calendar- Webinar Training

Any questions or issues regarding registration please email: [learning@unidosus.org](mailto:learning@unidosus.org)

## 2. Click on Course

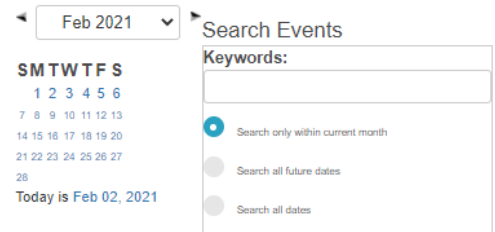
Example: eLearning Financial Counseling February 1st-February 21st, 2021

Register for eLearning training:

Learning Alliance eLearning trainings are open to all housing counselor professionals—current and prospective—who are looking for a virtual method to access housing counseling education. Online training is an affordable solution to counselors unable to attend in person training. Courses are available at the start of every month lasting from 1 to 3 weeks. Training is self paced but facilitated by the same instructors found at many of our training events. Scroll through the calendar below to register for an upcoming course. Interested in registering after the start date, please contact: [learning@unidosus.org](mailto:learning@unidosus.org) for further assistance.

### Events for February 2021

- Feb 1 - 8 2021  
eLearning HUD Housing Counseling Certification Prep Course- February 1st-February 21st, 2021
- Register Now
- eLearning Financial Counseling February 1st-February 21st, 2021
- Register Now



Feb 2021

SMTWTF S  
1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28  
Today is Feb 02, 2021

Search Events  
Keywords:  
Search only within current month  
Search all future dates  
Search all dates

## 3. Click Register



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### eLearning Financial Counseling February 1st-February 21st, 2021

February 1 - February 8, 2021

The UnidosUS Learning Alliance (ULA) is currently registering counselors for the eLearning Financial Counseling course. The training will begin on February 1st through February 21st, 2021.

Housing counselors and social service case managers increasingly find themselves dealing with clients who need to address various financial barriers. This course provides the basic strategies and information needed to increase professionals' ability to assist their clients. It covers the basic fundamentals of financial counseling for low-income clients delivered as a current program enhancement or a new stand-alone service. Topics covered include barriers to increasing wealth faced by low-income clients, the financial counseling process,

Registration Information  
**Register**


#### 4. Fill out form and click Next

Note: Filling out form will save your information in our system, please save your username/password for future use even if you do not complete course registration

### eLearning Financial Counseling February 1st-February 21st, 2021

Prefix:	<input type="text"/>	<p>Already have an account in our database? <a href="#">Login here:</a></p> <p>Username: <input type="text"/></p> <p>Password: <input type="text"/></p> <p><input type="button" value="Login"/></p> <p><a href="#">Forgot your password?</a> <a href="#">Click here</a></p>
*First Name:	<input type="text" value="John"/>	
Middle Name:	<input type="text"/>	
*Last Name:	<input type="text" value="Smith"/>	
Suffix:	<input type="text"/>	
*Email Address:	<input type="text" value="johnsmith@email.com"/>	
*Username:	<input type="text" value="johnsmith"/>	
*Password:	<input type="password" value="*****"/>	
*Confirm Password:	<input type="password" value="*****"/>	
*5 digit HUD number: If you don't have a HUD number please type 00000	<input type="text" value="12345"/>	
*Agency/Organization:	<input type="text" value="Housing For All"/>	
*Do you serve rural communities?	<input type="text" value="Yes"/>	
*State	<input type="text" value="Arizona"/>	
Intermediary Name	<input type="text"/>	

Save Username & Password

*UnidosUS Affiliate	<input type="text" value="Yes"/>
*Client Demographic Survey: What is your average client load per year of Hispanic, Latino, or Spanish language preferred clients?	<input type="text" value="50"/>
*Supervisor Name	<input type="text" value="John Doe"/>
*Supervisor Email	<input type="text" value="johndoe@email.com"/>
*Supervisor Phone	<input type="text" value="602-555-1234"/>
*Please enter characters displayed at right in text field:	<input type="text" value="cvxjb"/> 
<input type="button" value="Cancel"/> <input type="button" value="Next &gt;&gt;"/>	

Note: Required Fields are marked with "\*".

## 5. Review registration information and click Next

Please review your registration information below.  
If you would like to change any of the information you entered, you can click "Back" to return to the registration form.

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Prefix:  
\* First Name: John  
Middle Name:  
\* Last Name: Smith  
Suffix:  
\* Email Address: johnsmith@email.com  
\* 5 digit HUD number: If you don't have 12345  
a HUD number please type 00000  
\* Agency/Organization: Housing For All  
\* Do you serve rural communities? Yes  
\* State AZ  
Intermediary Name  
\* UnidosUS Affiliate Yes  
\* Client Demographic Survey: What is 50  
your average client load per year of  
Hispanic, Latino, or Spanish language  
preferred clients?  
\* Supervisor Name John Doe  
\* Supervisor Email johndoe@email.com  
\* Supervisor Phone 602-555-1234

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<< Back   Next >>



User Profile is now created

## 6. Participant may continue to check out for course or return later