Using Your OLLI Account

You must be a current OLLI member to add multi-week courses, member events, and special interest groups to your shopping cart. To get started, follow these easy steps:

1. Create an account and sign in
2. Add the annual membership to your cart
3. Browse courses, events, and special interest groups; add desired items to your cart
4. Check out to pay
5. Check your email for confirmation letter

Getting Started

• Create an account
  1. From the OLLI website (osher.csusb.edu), select the Join OLLI or Renew Membership button, which will take you to the Membership page.

2. If you have not yet created an account, click on the blue link to create a new account.
3. When you visit the Sign In page for the first time, you must create a new account. Follow the instructions on the page to set up your account.

- **Sign in – returning after you’ve created your account**
  1. If you’ve already created your account, just enter your username and password to sign in.
  2. If you already have an account but forgot your username or password, please do not create another account. If you forgot your username or password, select Find My Username or Reset My Password to get your username and/or password via email.
Shopping

- **Shop for courses, events & activities**
  1. Most courses and activities require OLLI membership. If you are not yet a member and wish to join, first select Membership from the catalog options, and add the Annual Membership to your cart. Note: OLLI membership is not required to take free classes.
  2. View and select Courses, Events, and/or Interest Groups by clicking on the image.
  3. Scroll through the list of options and click on Add to Cart for any you’d like to purchase.
  4. When the text is colored blue, more information is available by clicking on the text:
     - To view the description, click on Show Description.
     - To view the instructor’s biography, hover over the instructor’s name.
     - To get directions or view the campus map, click on the building name.
  5. Continue shopping by clicking Return to All Courses or Return to Catalog.
  6. At any time, view the items in your cart by clicking on View Cart.
• **Check out and pay**
  1. Online registration accepts credit card payments only. If you wish to pay with a check, please mail in your registration. The registration form and mailing information are in the catalog.
  2. When you’ve selected all desired items, you can check out from your cart. Refunds are generally processed as a credit to your account (not a credit refund), so please review the items in your cart for accuracy and schedule availability prior to checking out.
  3. Follow the instructions for credit card payments.

Manage Your Account

• **From your My Account, you can:**
  - Change your Username or Password
  - Update your Contact Information
  - Review your Membership Status
  - View your Class List