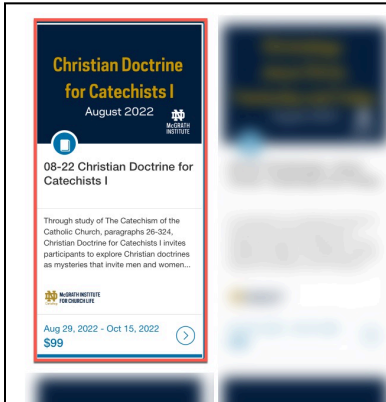


## Course Registration and Cancellation Processes Including System Emails

1. Browse for courses at <https://mcgrathcatalog.nd.edu/>.
2. When you find the right course, click on the card with the description.



3. On the following screen, click **Enroll Now**. Optionally, you can click on the shopping cart icon if you are interested in taking multiple courses.



4. If you already have a Canvas Account, click **Already have an account? Sign In.**

If you do not yet have a Canvas Account, create one by filling out the rest of the form. Please be sure to use the email address you wish to use for your course.

The image displays two versions of the Canvas account creation form. The left version is for users who already have an account, with a red box highlighting the 'Already have an account? Sign in here' button and a callout box stating 'If you already have an Account:'. The right version is for users who need to create a new account, with a red box highlighting the entire registration form and a callout box stating 'If you need to Create an Account'. The registration form includes fields for Full Name, Email, Confirm Email, First Name, Last name, Email, Diocese (if known), and Country. It also features a checkbox for 'I agree to the Acceptable Use Policy and acknowledge the Privacy Policy.' and a CAPTCHA 'I'm not a robot' checkbox. A 'Register New Account' button is located at the bottom of the form.

**Note:** If you registered for a new account, you must verify your account to [complete your registration](#) and begin the course. Check your registration email address and follow the instructions in the confirmation email to confirm your account.



## Welcome

Dear friend of the McGrath Institute at the University of Notre Dame,

Thank you for registering. You have successfully created a new account with the McGrath Institute. Your login ID is your email address.

Please log into the courses at <https://notredamecatalog.instructure.com/>

If you need assistance, please contact us by sending an email to [stepnd@nd.edu](mailto:stepnd@nd.edu) or by calling toll-free: 1-866-425-7837.

[Complete Registration](#)

*If you attempt to create an account, when you already have a Canvas account associated with your email address, Canvas will offer the opportunity to merge accounts:*

An account has been created for you at [notredamecatalog.instructure.com](https://notredamecatalog.instructure.com), but you already have a Canvas account.

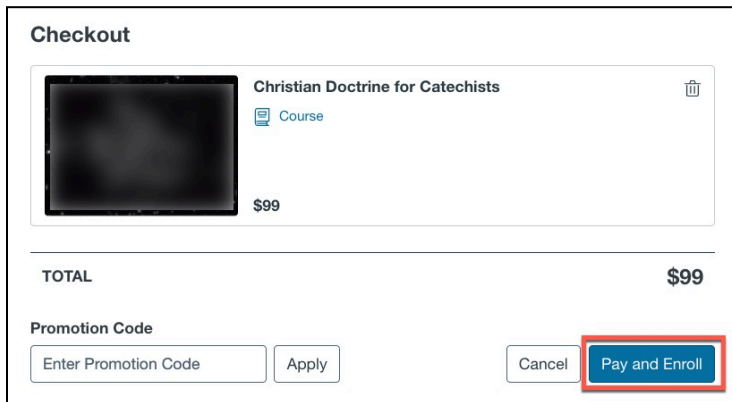
If you would like to merge them together, [click here](#)



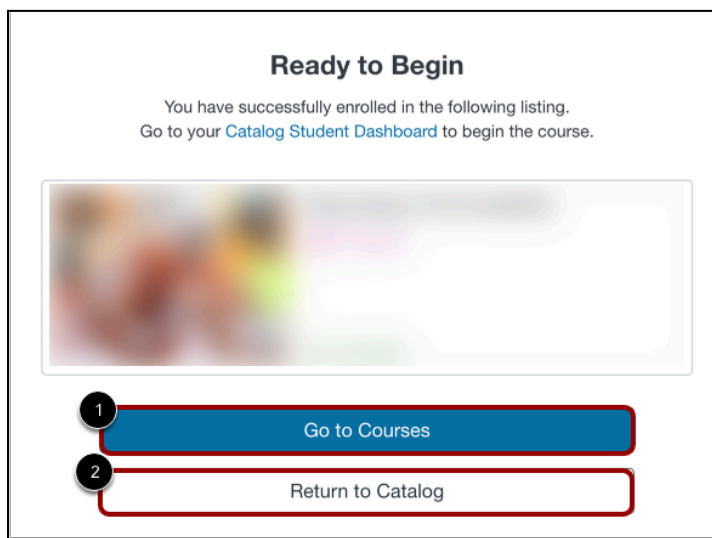
[Update your notification settings](#)

When you click Click Complete Registration, you'll be taken back to Catalog where you can complete your enrollment.

5. Click **Pay and Enroll**



6. Fill out payment details to complete the purchase. After payment, you can **Go to Course** to begin coursework (if your course has started) or **Return to Catalog** if you would like to continue browsing. For a more detailed overview of enrollment options see, [How do I enroll in a Catalog course?](#) Please note, STEP and Camino Courses cannot be accessed until the course start date.



7. After your enrollment is complete, you will receive a confirmation email:



## You are Enrolled

### 08-22 Christology: Jesus Christ, Yesterday and Today

Aug 29 12:00am (EDT)

Welcome to your online courses from the McGrath Institute for Church Life at the University of Notre Dame.

You have successfully enrolled in an online from the McGrath Institute.

The course will begin on August 29 and can be accessed <https://notredamecatalog.instructure.com/>.

We hope you enjoy your course.

Payment, refund, and course cancellation policies for STEP/Camino are listed at <https://mcgrath.nd.edu/online-courses/step/faqs/>.

If you need any help, please contact us by sending an email to [stepnd@nd.edu](mailto:stepnd@nd.edu) or by calling toll-free: 1-866-425-7837.

[Access Your Dashboard](#)

You will also receive an email confirming your payment; it will be sent from [stepnd@nd.edu](mailto:stepnd@nd.edu) and will have the subject line "Notification of Payment".

You have received this email from [stepnd@nd.edu](mailto:stepnd@nd.edu) in response to payment processing.

### Notification of Payment

This message is an automated notification to inform you that your payment has been completed successfully. Please note that all payments are subject to approval and final verification.

#### Payment Information:

Payment Type: Credit Card  
Card Number: xxxxxxxxxxxx2227  
Card Type: Visa

\*\*\* CARD\_NOT\_PRESENT \*\*\*

System Tracking ID: 900068  
Date/Time: August 2, 2022 2:24:14 PM EDT  
Payment Gateway Reference Number: 20220802000028

Payment Amount:

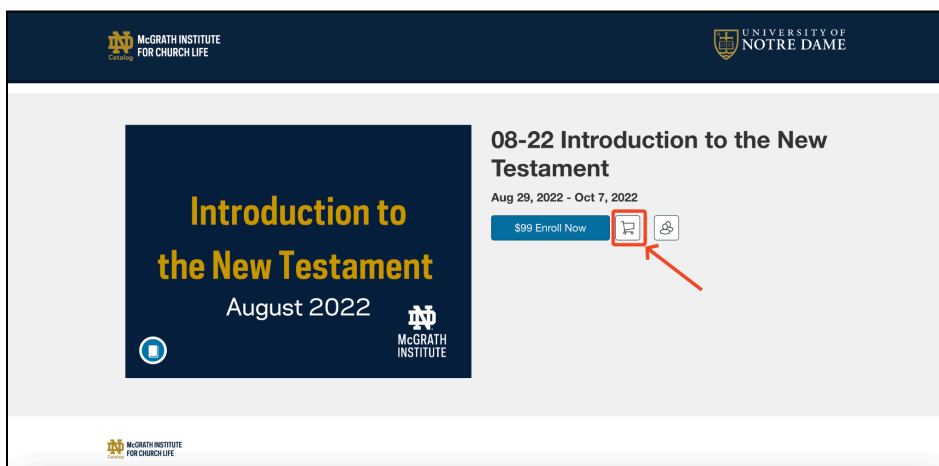
**Total Paid:\$99.00**

Thank You  
Thank you for your payment.

## To Register for More Than One Course

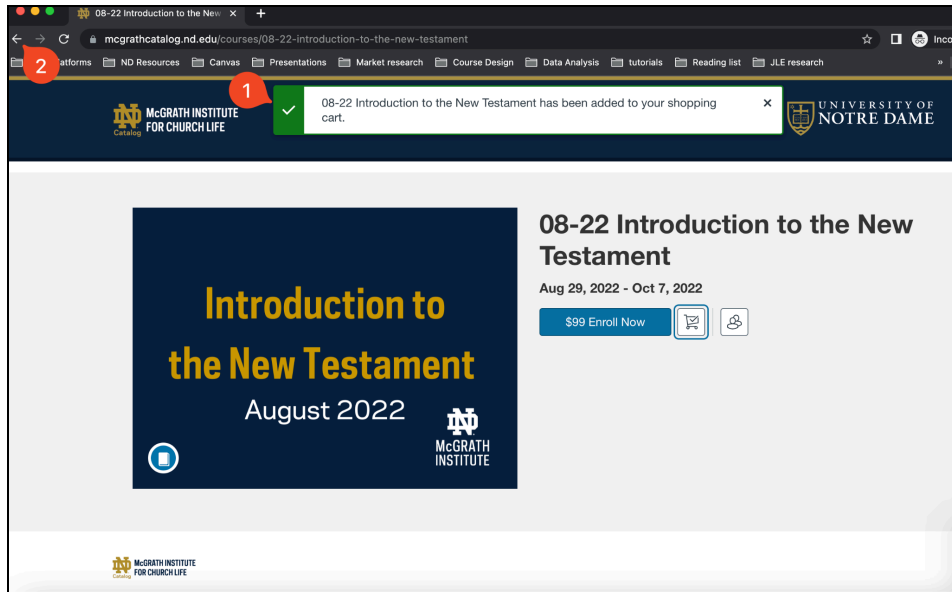
Canvas Catalog has a Shopping Cart feature which allows you to purchase multiple courses at the same time.

When you are at a course listing, click on the shopping cart icon rather than the blue “Enroll Now” button.

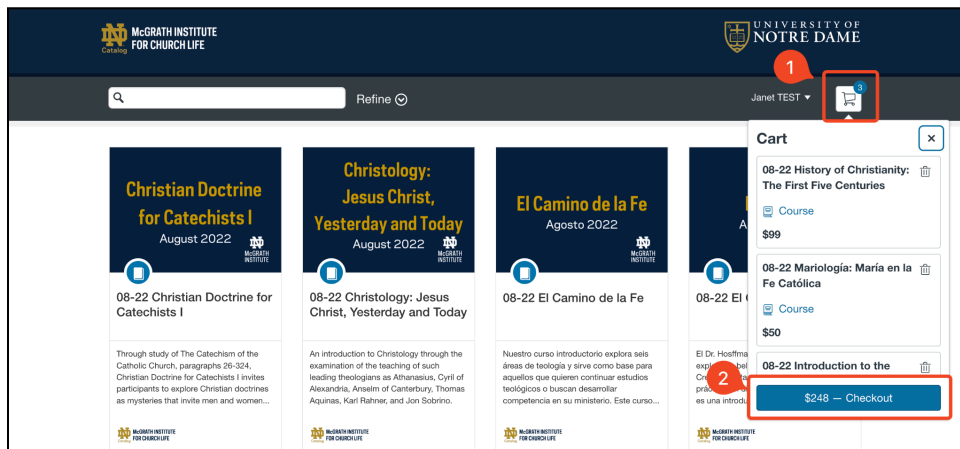


You will briefly see a notification banner indicating that your course has been added to your cart (1).

You can then use your browser’s back arrow to navigate back to the listings page to select more courses. (2)



When you are ready to purchase, click on the shopping cart icon on the upper right of the listing page (1), then click on “Checkout” when the Cart listing appears (2).





If you decide you do not wish to purchase all the items in your cart, you can remove individual items by clicking on the trash can icon. (1)


If you have a Promotional Code, you can enter it in the text box on the bottom left of the page. (2)


When you are ready, click on the blue “Pay and Enroll” button. (3)


## Checkout


- 


08-22 History of Christianity: The First Five Centuries 


 Course


History of Christianity:  
The First Five Centuries  
August 2022 


\$99
- 


08-22 Mariología: María en la Fe Católica 


 Course

Mariología: María  
en la Fe Católica  
Agosto 2022 

\$50
- 

08-22 Introduction to the New Testament 

 Course

Introduction to  
the New Testament  
August 2022 

\$99

TOTAL

\$248

 Promotion Code

Apply



Cancel

Pay and Enroll