# HOW TO REGISTER FOR AN OPEN COURSE

**First Time Learning Academy Users**

To register for a Global HOPE Learning Academy **OPEN COURSE:**

- Go to www.txchglobalhope.moodle.school
- Click on the course that you want to take. This will take you to the login page.
- Go to: "Is this your first time here" and create a new account.
- This will bring you to Moodle's policies. Click next at the bottom of the page while navigating through the policies. On the consent page check agree to the Moodle policies.
- Create a username and password. Then enter requested information and click "CREATE MY NEW ACCOUNT".
- You will receive an email with more details about your registration. Be sure to confirm your account.
- Continue to the Home page. Click on the course you want to take and click on the self-registration button.
- Once self-registered, you will receive a welcome email from the course instructor with more information about how to proceed through the course.

**Previously registered in the Global HOPE Learning Academy**

To register for a Global HOPE Learning Academy **OPEN COURSE:**

- Go to www.txchglobalhope.moodle.school
- Login with your username and password.
- On the Home page, click on the course you want to take and click on the self-registration button.
- Once self-registered, you will receive a welcome email from the course instructor with more information about how to proceed through the course.

For any technical difficulties with the course, please contact jennifer.higgins@bcm.edu.