

Region XIII E-Campus Catalog Registration Steps: <https://ecampus.esc13.net>



- To register for or to be registered for any class in the E-Campus Catalog, you must have an E-Campus account.
- Accounts are personal professional development portfolios.
- **A unique email address is required to create an account.**

To register yourself –

If you do not have an account, you must create one by clicking on Setup New Account.

You can also recover usernames and passwords by clicking Forgot Password.

Visit <http://ecampus.esc13.net>

Using your Region XIII E-Campus Account -

1. **Login** using your username and password .
Once logged in, you will be on your Transcript page.
2. Using the **search box** at the top right, **enter the Workshop ID** of the class for which you wish to register.
You can then click the workshop name for more information or click the Register Now button.
(If you are registering someone else, please see “To register someone else.”)
3. By clicking **Register Now**, you will be taken to the checkout process.
4. If the course has a price, you will be prompted for your payment type and **payment information**.
Free courses will simply ask you to confirm information and confirm registration.
5. Click **Finalize** after all information has been entered. Upon successful registration you will be presented with a Registration Confirmation page. You will also be emailed a **confirmation** to the address on your E-Campus account.

To register someone else –

You may only register others that have an E-Campus account and that are listed in your same school district.

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Using your Region XIII E-Campus Account -

1. **Login** using your username and password .
Once logged in, you will be on your Transcript page.
2. Using the **search box** at the top right, **enter the Workshop ID** of the class for which you wish to register.
3. **Click the Workshop Name** for the workshop details.
4. At the bottom of the workshop details page, choose **Block Registration**.
5. You will be presented with a list of user accounts from your district.
You may also search by name.
Place a **check mark** next to the name of the person you wish to register.
To register multiple people, place a check mark and then search for the next person. Place a check mark and continue until all have been selected.
6. Click **Done Selecting** to begin the checkout process.
7. If the course has a price, you will be prompted for your payment type and **payment information**.
Free courses will simply ask you to confirm information and confirm registration.
8. Click **Finalize** after all information has been entered. Upon successful registration you will be presented with a Registration Confirmation page. You will also be emailed a **confirmation** to the address on your E-Campus account.