

UWF TeacherReady Payment Portal Instructions


TeacherReady students must make their tuition payments through the [Payment Portal](#).

To access the Payment Portal, follow the instructions below:

- Go to <https://registration.xendirect.com/uwf>
- Click **'Create Account'**

The screenshot shows the 'Continuing Education' website for the University of West Florida. The header includes the university logo and name. A navigation bar contains 'Welcome', 'Create Account', 'Login My Account', and a search icon. A left sidebar lists various search and program options. The main content area features a 'SEARCH' section with a banner image of a building facade. Below the banner, there is instructional text about using the search options and a note about logging in to add items to a cart. At the bottom of the search section, there are three tabs: 'Advanced Search', 'Category Search', and 'Program Search'. The 'Advanced Search' tab is active, showing a form with fields for 'Keyword', 'Category', 'Day Of Week', and 'Start Date' (with 'From Date' and 'To Date' sub-fields). 'Search' and 'Clear Search' buttons are located below the form.

- **Fill in** all required fields. See image below.



Welcome Login My Account

COURSE SEARCH

- Category Search
- Letsure Learning Classes
- Calendar View
- TeacherReady Program
- Center for Cybersecurity
- Program Search
- Ed2Go Online Career Training Programs
- Ed2Go Online Skill Development Courses
- Letsure Learning Website
- Request a Letsure Learning Catalog
- Continuing Ed Website
- Canvas Login

REGISTRANT PROFILE

Please enter the profile information for the person attending the course/conference/online product.

* denotes a required field

Name Profile: - Select -

First Name *

Middle Name/Initial

Last Name *

Name Suffix

Last Name titles such as Jr, II, PhD

Affiliated Company/Employer

If applicable

Mailing Address

Address 1 *

Address 2

Apt./Suite or additional address details

City/Town *

State/Province *

Postal Code *

Country *

United States

Home Phone *

Mobile Phone

Email Address *

Confirm Email *

Want to sign up for updates and exclusive offers? Select all the methods desired to receive offers.

Email Mail Phone

Birth Date (mm/dd/yyyy) *

Gender - Select -

For new accounts, add User Name and Password.

Password Requirements:
* From a minimum of 8 to a maximum of 15 characters - case sensitive
* Special characters allowed: !@#\$%^&*()_+,-.;:~=<=>?@[]{}|~

User Name (6-50 characters) *

New Password *

Confirm Password *

PROFILE CONSENT

Have you read and agree to the terms of the Consent Statement? Yes Consent Statement

Submit

- Once all required fields have been completed, select 'Submit'



Welcome

Cart | My Account | Q

Account: Test Student

- Course Search
- Category Search
- Leisure Learning Classes
- Calendar View
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- Program Search
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MEMBERSHIPS

UWF Leisure Learning provides stimulating programs for seasoned adults ages 55+ who are interested in joining a spirited community of intellectual contemporaries and lifelong learners.

Current annual membership is required to register for Leisure Learning classes.

Choose "Annual Leisure Learning Member" in the membership purchase dropdown and Add to Cart.

For assistance, reach out to Student Support at 850.473.7468.

Your Membership

Membership	Start Date	Expire Date	Status
Regular			Current

Memberships Available

Membership Levels	Description	Current Fee
Annual Leisure Learning Member	The annual membership fee covers 12 months from the date of purchase. Current annual membership is required to register for Leisure Learning classes. For additional information: uwf.edu/leisurelearning leisurelearning@uwf.edu	\$ 40.00

Select Membership Level for Renewal

[Add to Cart](#) [No Thanks!](#)

NOTE: By default, the university system will show the page above. *The Leisure Learning Society Membership* **DOES NOT** apply to the TeacherReady students.

- Please **select 'No Thanks'** and continue to the next page.

SUCCESS: Your UWF TeacherReady profile has been created. You are now able to search for and enroll in the TeacherReady courses.



Welcome

Cart | My Account | Q

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SEARCH Account: Test Student



Use one or more of the Course Search options below to search for upcoming courses. The Keyword field searches course codes, titles, descriptions, and instructor names. Or you can select a group of related courses using the Category Search list.

You must login or create a new account to add items to your cart. Leisure Learning Members - you must be logged in, otherwise courses will not appear.

UWF Leisure Learning classes are open to individuals 55+ with a current annual Leisure Learning membership. For registration assistance, contact Student Support at continuinged@uwf.edu

Advanced Search Category Search | Program Search

Keyword

Category

Day Of Week

Start Date

[Search](#) [Clear Search](#)

To make the tuition payment and enroll in a course:

- Select **Category Search** on the left sidebar menu.
- **Select TeacherReady**
- **Select the Course or Lesson** you want to register for.

Welcome to the UWF Continuing Ed Registration Site Cart | My Account ▾ | Q

Course Search

Category Search

Leisure Learning Classes

Calendar View

TeacherReady Program

Center for Cybersecurity

Program Search

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Ed2Go Online Skill Development Courses

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SEARCH RESULTS

TeacherReady Program Account

Registration requires prior acceptance into the TeacherReady program. Apply at https://apply.uwf.edu/portal/tr_app

An application is required for the TeacherReady Program.

Click on Title or Dates column label to change sort.
Click on the Title to view Details.

Title/Facility	Session	Dates	Times	Days	Fee	Status
TeacherReady: Foundations Course 1 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Foundations Course 2 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Foundations Course 3 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Foundations Course 4 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 1 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 2 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 3 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 4 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 5 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 6 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 7 UWF Online	OE	24-25			\$ 450	Registration Available
TeacherReady: Intensive Lesson 8 UWF Online	OE	24-25			\$ 450	Registration Available

Back

- At the bottom of the page, **select “Add to Cart”**

Fee(s)	
\$ 450	Tuition

\$ 450	Total Fees
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Need to register for someone else? [Click here](#)

[Back](#) [Add to Cart](#)

- You can **add** as many courses as you would like.

YOUR CART

Account: XXXXXXXXXX

Last Viewed: TeacherReady: Foundations Cour

Item Code	Title / Schedule Items	Qty	Item Fee	Total Fees	Pay Amount
TR-FC1202425	TeacherReady: Foundations Course 1				
remove	Tuition	1	\$ 450	\$ 450	
Sub-Total:				\$ 450	\$ 450.00
TOTAL:				\$ 450	\$ 450.00

Recalculation is required to save Quantity, Pay Amount, OnAccount, or Promo Code changes before Checkout. Quantity and Discount changes may reset all Pay and OnAccount Amounts to default values.

[Checkout](#) [Continue Shopping](#)

- Once you are ready to check out, click '**Checkout**'
- Enter your **payment information**.
- After payment, you will receive a **confirmation email**.

Payment Method

Payment Method

VISA

Card Number

Expiration Date

- Month -

- Year -

CVV Code

(what's this?)

Next Step

Contact the UWF Continuing Education if you have any questions.

Continuing Education
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[Building 77](#), Suite 131
Pensacola, FL 32514

[850.473.7468](tel:850.473.7468)
continuinged@uwf.edu