Fundamentals of Writing a Business Plan
Registration Instructions

Registration is a two-step process; please complete Steps 1 & 2 below:

**Step 1: Register for seminar via Schoolcraft College's WebAdvisor**

*Registration for classes begins December 13th and continues until the day before the class meets. Register early for best class selection!*

Credit card payment is required when registering; please have your credit card on hand.

- Go to [https://webadvisor.schoolcraft.edu](https://webadvisor.schoolcraft.edu) to access Schoolcraft College’s WebAdvisor (or enter the URL in your browser window)
- Click on Continuing Education (Non-Credit)
- Click on Register and Pay for Continuing Education Classes
- Choose the subject line: *Small Business/Entrepreneur*
- Insert appropriate CES and Section Number for the date of the class you want to attend. (see table below)
- If you experience problems registering, contact the Admissions and Enrollment Center at 734-462-4426, during business hours:
  - Monday & Thursday, 8am - 7:30pm
  - Tuesday, Wednesday, Friday, 8am - 4:30pm

<table>
<thead>
<tr>
<th>CES# Section</th>
<th>Date Fee</th>
<th>Time Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1543</td>
<td>Monday, January 12, 2011 $40/person</td>
<td>9:30 am – 12:30 pm VT 455</td>
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<tr>
<td>Sec. 910702</td>
<td>Wednesday, February 9, 2011 $40/person</td>
<td>6 pm – 9 pm VT 455</td>
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<td>CES2 1543</td>
<td>Wednesday, March 9, 2011 $40/person</td>
<td>9:30 am – 12:30 pm VT 455</td>
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<tr>
<td>Sec. 910713</td>
<td>Wednesday, April 13, 2011 $40/person</td>
<td>6 pm – 9 pm VT 455</td>
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**Step 2: Register with the MI-SBTDC**

Please go to the MI-SBTDC website: [http://www.misbtdc.net/center.aspx?center=39097&subloc=0](http://www.misbtdc.net/center.aspx?center=39097&subloc=0)

- Identify the training session and date you are interested in attending
- Click on Register
- Enter your email address
  - If you are already in our database it will ask you for a password
  - If you do not know your password, click on the link to have it sent to you
- Complete the Counseling Application