



How To Enroll In Your MSF Basic *eCourse* With Your Unique Link

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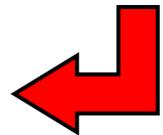
Where to Go To Enroll in Your Basic eCourse

In order to waive the \$19.99 registration fee you must enroll in the online eCourse using the unique link you received from your hands-on provider.

The link will be similar to this:

msfusa.link/012345

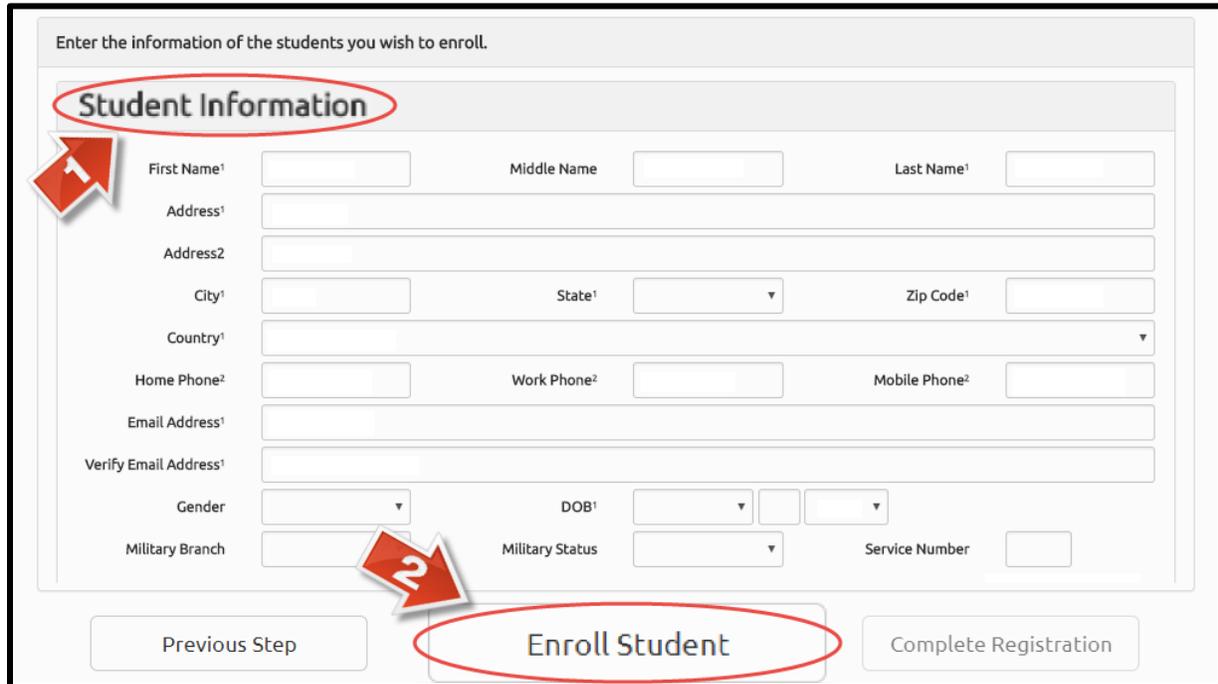
When you get to the eCourse enrollment page, it looks like this!



The screenshot shows the 'RiderCourse ENROLLMENT SYSTEM' interface. At the top, there is a banner image of several people riding motorcycles on a road. Below the banner, the text reads 'Enter the information of the students you wish to enroll.' The form is divided into two main sections: 'Class Information' and 'Student Information'.
Class Information: Features the MSF logo, the text 'Motorcycle Safety Foundation eCourse elearning.msfcusa.org', 'Course Type: Basic eCourse', and a table with 'Age Range' (13yrs and up) and 'Fee' (\$0.00).
Student Information: Contains various input fields: 'First Name', 'Middle Name', 'Last Name', 'Address1', 'Address2', 'City', 'State' (dropdown), 'Zip Code', 'Postal Code', 'Country' (dropdown), 'Home Phone', 'Work Phone', 'Mobile Phone', 'Email Address', 'Verify Email Address', 'Gender' (dropdown), 'DOB' (dropdown and year selector), 'Military Branch', 'Military Status', and 'Service Number'.
At the bottom of the form, there are three buttons: 'Previous Step', 'Enroll Student', and 'Complete Registration'. A legend at the bottom left explains the field requirements: ¹Required fields, ²Minimum One Phone Number Required, and ³If you choose to enter your military information, you must fill in all three military fields.

Enter Student Information

1. Enter your Student Information in the required fields.



Enter the information of the students you wish to enroll.

Student Information

1

First Name¹ Middle Name Last Name¹

Address¹

Address2

City¹ State¹ Zip Code¹

Country¹

Home Phone² Work Phone² Mobile Phone²

Email Address¹

Verify Email Address¹

Gender DOB¹

Military Branch Military Status Service Number

2

Previous Step **Enroll Student** Complete Registration

2. Click on **Enroll Student**

Review And Edit Your Information (Fix Typos or Mistakes!)

3. If you have entered all required enrollment information, look for this message to appear near the bottom of the page that 'Temporary enrollee successfully added....' It looks like this!



Temporary enrollee successfully added. Temporary enrollees' seats are not reserved until the enrollment process is complete. Click 'Complete Registration' to continue the enrollment process or fill out the form again and click 'Add Additional Student' to add additional temporary enrollees.

Take a moment to review the information listed under heading, **Temporary Enrollee(s)**.

If you made a mistake and need to fix it, click on the **Edit** button to make corrections.

Temporary Enrollee(s)					
Action	Name	Address	DOB	Fee(s)	
Edit Delete	Madison Ward	2 Jenner Irvine, CA 92618	1/1/1988	Basic eCourse	\$0.00

Gift card or promotional code:

Total Amount Due: \$ 0.00

4. Click **Complete Registration**.

Total Amount Due: \$0.00

Review and Confirm Registration Information

5. At this point, if the **Total Amount Due: \$0.00** and the **Waiver and Indemnification** is visible on the bottom half of the screen, proceed to **Step 8** in this guide and complete the **Student Release**.

Review Registration Information and Confirm.

Registration Information



Motorcycle Safety Foundation eCourse
elearning.msf-usa.org 
Course Type: Basic e Course

Student(s)

Name	Fee(s)
Madison Ward	Basic e Course \$0.00

Gift card or promotional code:

Total Amount Due: \$0.00

Motorcycle eCourse Waiver & Indemnification org. 01/13

I. READ CAREFULLY: THIS SECTION IS A LEGAL RELEASE, ASSUMPTION OF RISK, WAIVER AND COVENANT NOT TO SUE AGREEMENT

IF YOUR SCREEN LOOKS LIKE THIS, PROCEED TO STUDENT RELEASE



IF YOU ARE ASKED TO MAKE A CREDIT CARD PAYMENT

STOP!

You did not enroll using your unique link!

A payment page only appears when there is a remaining balance due.

Registration Information



Motorcycle Safety Foundation eCourse
elearning.msf-usa.org
Course Type: Basic eCourse

Student(s)

Name	Fee(s)
Madison Ward	Basic eCourse \$19.99

Gift card, coupon or promotional code:

Apply

Total Amount Due: \$19.99

Payment Information

American Express MasterCard VISA DISCOVER

Credit Card Number¹

Expires¹ 1 / 2018 CVV2¹

First Name¹ Middle Name Last Name¹

These areas will not be highlighted on your screen; they are highlighted in this diagram for instructional purposes.

Please Copy and Paste the unique link into your browser and re-enter your Student Information. The Fee is \$0.00 when you register using your link.

Class Information



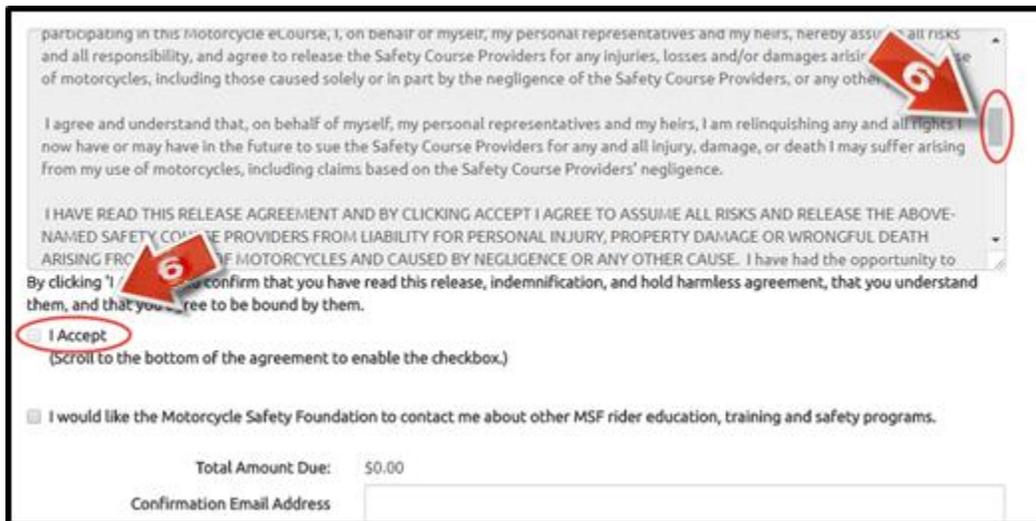
Course Type: Basic eCourse

Age Range	Fee
13yrs and up.	\$0.00

Motorcycle Safety Foundation
eCourse
elearning.msf-usa.org

Student Release: Read and Accept

6. In order to complete the registration, you must read and agree to the **Student Release** by checking the 'I Accept' box. To activate that checkbox, you must first read the release by scrolling to the bottom of the inset document.



participating in this motorcycle eCourse, I, on behalf of myself, my personal representatives and my heirs, hereby assume all risks and all responsibility, and agree to release the Safety Course Providers for any injuries, losses and/or damages arising from the use of motorcycles, including those caused solely or in part by the negligence of the Safety Course Providers, or any other person.

I agree and understand that, on behalf of myself, my personal representatives and my heirs, I am relinquishing any and all rights I now have or may have in the future to sue the Safety Course Providers for any and all injury, damage, or death I may suffer arising from my use of motorcycles, including claims based on the Safety Course Providers' negligence.

I HAVE READ THIS RELEASE AGREEMENT AND BY CLICKING ACCEPT I AGREE TO ASSUME ALL RISKS AND RELEASE THE ABOVE-NAMED SAFETY COURSE PROVIDERS FROM LIABILITY FOR PERSONAL INJURY, PROPERTY DAMAGE OR WRONGFUL DEATH ARISING FROM THE USE OF MOTORCYCLES AND CAUSED BY NEGLIGENCE OR ANY OTHER CAUSE. I have had the opportunity to read this release agreement and I understand its contents. By clicking 'I Accept' I confirm that you have read this release, indemnification, and hold harmless agreement, that you understand them, and that you agree to be bound by them.

I Accept
(Scroll to the bottom of the agreement to enable the checkbox.)

I would like the Motorcycle Safety Foundation to contact me about other MSF rider education, training and safety programs.

Total Amount Due: 50.00

Confirmation Email Address:

If you cannot click on the 'I Accept' box, make sure you have scrolled to the end of the waiver (and not just the bottom of the Enrollment page).

Student Release: Accept, Confirm & Complete

7. Make sure the 'I Accept' box is checked.



BY CLICKING ACCEPT, I AGREE TO BE BOUND BY THIS AGREEMENT

By clicking 'I Accept' you confirm that you have read this release, indemnification, and hold harmless agreement, that you understand them, and that you agree to be bound by them.

I Accept
(Scroll to the bottom of the agreement to enable the checkbox.)

I would like the Motorcycle Safety Foundation to contact me about other MSF rider education, training and safety programs.

Total Amount Due: \$0.00

Confirmation Email Address

Verify Confirmation Email Address

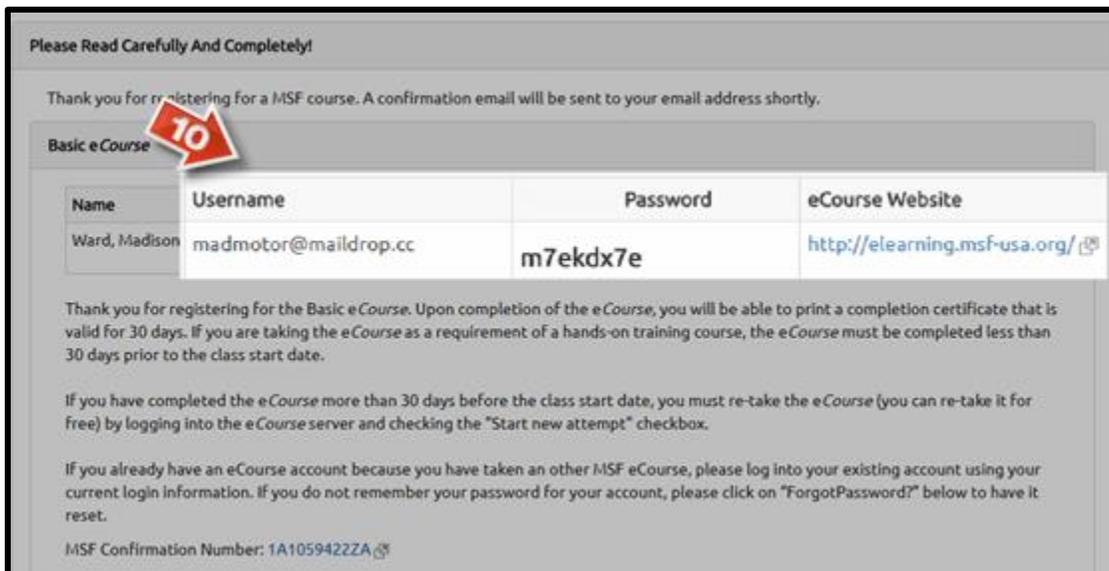
8. Enter your email address in the required confirmation fields. You will be entering it twice.

9. Click on **Complete Registration**.

Your eCourse Login Credentials

10. On your enrollment confirmation page, scroll down until you find your user login (it will be your email address), your eight character password (this time all the letters will be lowercase), and the eCourse login site elearning.msf-usa.org

WRITE DOWN YOUR LOGIN INFORMATION OR PRINT THIS PAGE!



Please Read Carefully And Completely!

Thank you for registering for a MSF course. A confirmation email will be sent to your email address shortly.

Basic eCourse

Name	Username	Password	eCourse Website
Ward, Madison	madmotor@maildrop.cc	m7ekdx7e	http://elearning.msf-usa.org/

Thank you for registering for the Basic eCourse. Upon completion of the eCourse, you will be able to print a completion certificate that is valid for 30 days. If you are taking the eCourse as a requirement of a hands-on training course, the eCourse must be completed less than 30 days prior to the class start date.

If you have completed the eCourse more than 30 days before the class start date, you must re-take the eCourse (you can re-take it for free) by logging into the eCourse server and checking the "Start new attempt" checkbox.

If you already have an eCourse account because you have taken an other MSF eCourse, please log into your existing account using your current login information. If you do not remember your password for your account, please click on "ForgotPassword?" below to have it reset.

MSF Confirmation Number: 1A1059422ZA

WRITE DOWN YOUR LOGIN INFORMATION OR PRINT THIS PAGE!

You can click on the website URL to get to the MSF eCourse Server Login Page.
<https://elearning.msf-usa.org>

Enter your Username (email address) and Password (8-characters, all letters in your password will be lowercase).

Click on **Log in**.



How to Log In If You Can't Find Your Confirmation Information

If you accidentally closed your confirmation page without saving the information, don't worry, you **will receive a duplicate copy via email**.

If you don't see it in your Inbox, make sure to **look in both your Spam and Trash folders** for an email from noreply-res@msf-usa.org

If you cannot locate the email, and you closed your confirmation page without saving your password, you can use the **'Forgot your username or password?'** option on the [MSF eCourse login page](#). The email address you used during the enrollment process will be your username.

You can always email or call the MSF eCourse Support Desk for assistance.

Email msfsupport@msf-usa-org

Phone 949 727 3227 x 3158

Hours Monday – Friday 8:30 am – 5:00 pm Pacific Time
CLOSED WEEKENDS