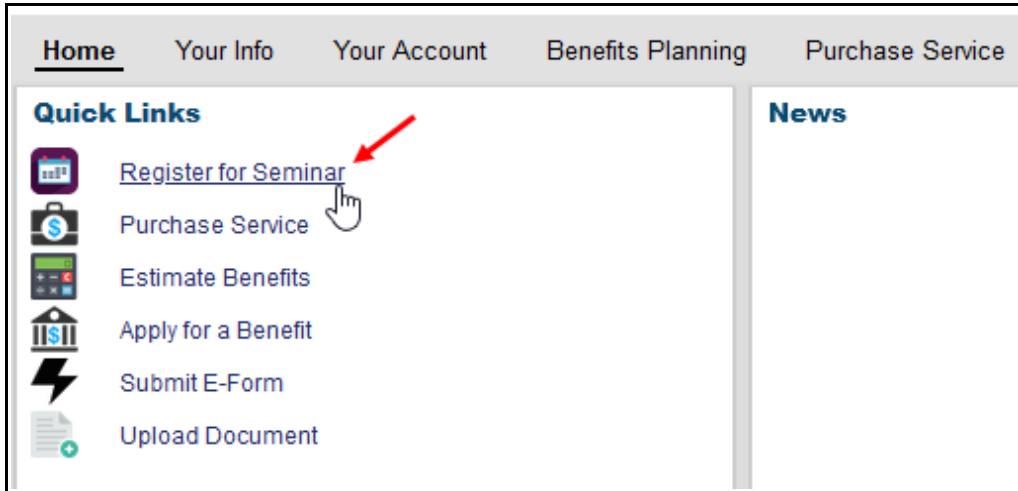


To register for a retirement seminar, click the **Register for Seminar** link on your **Home** screen menu.



This will take you to the **New Meetings Registration** screen where you can choose a seminar date and time.

**New Meeting Registrations**

Select Type:  Start Time:  time

Location:  Stop Time:  time

Available Sessions Only:

<a href="#">Tools</a>	Name	Description	Seminar/Ap...	Event Type	Location Details	Date/Time	Duration	Available Seats
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		ARKADELPHIA - Henderson State,...	01/08/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		ARKADELPHIA - Henderson State,...	01/08/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		EL DORADO - SouthArk Communit...	02/04/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		EL DORADO - SouthArk Communit...	02/04/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		MONTICELLO - UAM, 517 Universit...	02/05/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREM...	The Retirem...	Retirement ...		MONTICELLO - UAM, 517 Universit...	02/05/2020 ...	2 Hour	

You will probably want to expand one of the columns – **Name**, **Description**, or **Seminar/Appointment** – to help choose the correct program for your retirement timeline.

Location:  Stop Time:  time

Search Available Sessions Only:

Tools	Name	Description	Semina...	Event Type	Location Details	Date/Time	Duration
<a href="#">Actions</a>	RETIREMENT SEMINAR	The Retire...	Retirem...		ARKADELPHIA - Henderson S...	01/08/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT WORKSHOP	The Retire...	Retirem...		ARKADELPHIA - Henderson S...	01/08/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT SEMINAR	The Retire...	Retirem...		EL DORADO - SouthArk Com...	02/04/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT WORKSHOP	The Retire...	Retirem...		EL DORADO - SouthArk Com...	02/04/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT SEMINAR	The Retire...	Retirem...		MONTICELLO - UAM, 517 Univ...	02/05/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT WORKSHOP	The Retire...	Retirem...		MONTICELLO - UAM, 517 Univ...	02/05/20...	2 Hour
<a href="#">Actions</a>	RETIREMENT SEMINAR	The Retire...	Retirem...		WEST MEMPHIS - Library, 213 ...	03/03/20...	2 Hour

You can also use the **Select Type** or **Location** drop down menus to filter the results and see only those programs that fit the criteria you choose.

Select Type:  Start Time:  time

Location:  Stop Time:  time

Search Available Sessions Only:

Tools	Name	Description	Seminar/Ap...	Event Type	Location Details	Date/Time	Duration
<a href="#">Actions</a>	RETIRE...	The Retire...	Retireme...		EL DORADO - SouthArk Communi...	01/08/2020 ...	2 Hour
<a href="#">Actions</a>	RETIR...	PARAGOULD - Community Center			ARKADELPHIA - Henderson Stat...	01/08/2020 ...	2 Hour
<a href="#">Actions</a>	RETIR...	MONTICELLO - UAM			EL DORADO - SouthArk Commu...	02/04/2020 ...	2 Hour
<a href="#">Actions</a>	RETIREME...	The Retire...	Retireme...		EL DORADO - SouthArk Commu...	02/04/2020 ...	2 Hour
<a href="#">Actions</a>	RETIREME...	The Retire...	Retireme...		MONTICELLO - UAM, 517 Univer...	02/05/2020 ...	2 Hour

Once you have found the program you want, click the **Actions** link to the left and select **Register**.

Search Available Sessions Only:

Tools	Name	Description	Seminar/Ap...	Event Type	Location Details	Date/Time	Duration	Availa Seats
<a href="#">Actions</a>	RETIREME...	The Retire...	Retirement ...		EL DORADO - SouthArk Communi...	02/04/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREME...	The Retire...	Retirement ...		EL DORADO - SouthArk Communi...	02/04/2020 ...	2 Hour	
<a href="#">Register</a>	ME...	The Retire...	Retirement ...		MONTICELLO - UAM, 517 Universi...	02/05/2020 ...	2 Hour	
<a href="#">Waitlist</a>	ME...	The Retire...	Retirement ...		MONTICELLO - UAM, 517 Universi...	02/05/2020 ...	2 Hour	
<a href="#">Cancel</a>	ME...	The Retire...	Retirement ...		WEST MEMPHIS - Library, 213 N. ...	03/03/2020 ...	2 Hour	
<a href="#">Actions</a>	RETIREME...	The Retire...	Retirement ...		WEST MEMPHIS - Library, 213 N. ...	03/04/2020 ...	2 Hour	

You will receive an email confirming your registration. You can use the same process to **Cancel** a registration as well.