



Continuing Education Unlimited

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-- These steps are for individuals placing an order.....group orders are handled differently. --

NAVIGATING THE ORDERING PROCESS

Before placing an order, you must be logged into your profile.



LOGGING IN:

If you DO NOT have a profile, click on “Create Profile” to build one prior to ordering.

On the home page of www.4CEUINC.com you will see the image above where you can log into your CEU profile. If you need assistance navigating your online courses once they're ordered, click on the green life-ring shown next to the login area pictured above.

PLEASE NOTE: If you've used our company previously either as an individual user or with a group, please don't create a 2nd profile, but rather update the existing profile if necessary.



ORDERING COURSE MATERIAL: (for individual orders only - group orders are placed by your Group Coordinator.)

Subscriptions		
Online Lab Subscription	Contact Hrs. >140 available	Provider Info ★ ON SALE [Back To Top]



STEP ONE: Once logged in, click on the “Order Courses Button” located in the vertical navigation menu.

= This menu is located on the right side border of all web pages with the exception of the home or “landing” page. =

Once you click the button, you will be taken to the “browse courses” page.

BROWSE COURSES

- CEU Online Subscriptions | - Florida Histology Combos | - Florida Lab Combos | - Florida Mandatory | - Florida Supervisor Upgrade | - Histology Combos | - Lab Combos | - Phlebotomy Combo Packages | - Tennessee Supervisor Upgrade | Blood Banking | Chemistry | Cytogenetics | Cytology | Hematology | Histology | Immunohematology | Immunohistochemistry | Management/Supervision | Microbiology | Molecular Pathology | Phlebotomy | Safety | Serology |

- CEU Online Subscriptions

STEP TWO: On the top of the "Courses" page you will find bookmarks for each of the categories that we offer. Just click on a category to be taken to that section. To go back to the top of the page, just click on the "Back to Top" link below each section.

You may also scroll down the page to view all categories.

- CEU Online Subscriptions

Course Title	Contact Hrs.	Provider Info
Comprehensive Lab Subscription	>140 available	★ ON SALE [Back To Top]

- Florida Histology Combos

Course Title	Contact Hrs.	Provider Info
Florida Histology Combo-17 - PARTS I & II	24.5	

STEP THREE: Once you find a course you would like to view the details of, you would click the title of that course to be taken to the "Course Details" page. When you hover over a title, the link will change to light blue.

STEP FOUR: At the bottom of the Course Details page you will select the course format that you would like to purchase.

Any Course Type with the word "complete" in it means you get both the reading material & the quiz. More detailed format information is available by [clicking here](#).

Please choose **ONLY ONE** item from the list below

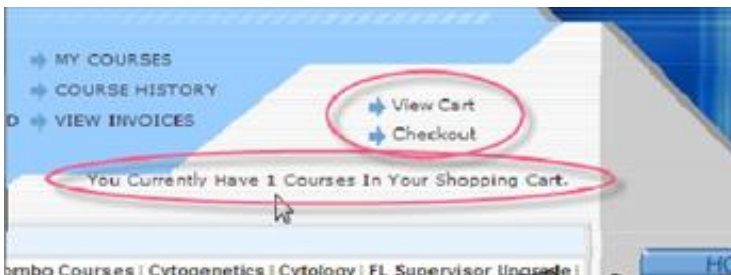
* When ordering for multiple people, each **MUST** create their own account & order *

Orders are for your account only, please select only one course code from the list below.

Course Type:	Course Code:	Price:	
Online - Complete Course	O-24-19	\$65.00	Add To Cart
Online - Quiz Only	OQ-24-19	\$38.00	Add To Cart
Answer Sheet Only - Homestudy	AS-24-19	\$45.00	Add To Cart
Return To Course List			Check Out

STEP FIVE: After clicking "Add To Cart" you will be taken back to the course list to either continue shopping or to go to the shopping cart.

You can find your Shopping Cart information in the upper right corner of the page.



CHECKOUT PROCESS:

STEP SIX: Once you click on the checkout link, you will be taken to the shopping cart.

The example to the right shows an item that needs to have a shipping option selected.

Currently, the only item that's shipped is the "Book Only" option. Online courses will give a \$0.00 value for shipping.

Coupon Code: [Apply](#)

Course Code	Title	Course Type	Quantity	Price
B-24-19	Laboratory Combo-19 - BOOK ONLY	Book	1	\$47.00
Shipping Method:				
Media Rate: 1-2 Weeks				
Priority Mail: 2-6 Weeks				
Express Mail: Next Business Day (as)				
Subtotal:				\$47.00
Tax:				\$2.82
Shipping:				\$6.35
Total:				\$56.17

Shipping Method:

PERSONAL INFORMATION

CREDIT CARD INFORMATION

Card Type:

Card Number:

Card Expiration Date: mmyy format only

[Pay For Classes >>](#)

STEP SEVEN: The last step in the ordering process is to enter your credit card or debit card information at the bottom of the checkout page. Once you have completed this process you are finished.

We accept Visa, Mastercard, American Express, and Discover.



ACCESSING ONLINE COURSE MATERIAL:

After your order process is complete, click on the "My Courses" link at the top of the page to view your courses.

For more details on completing courses and printing your certificate, [click here](#).