CAP Registration 101 - How to Sign-in

1) Type https://cap.community.princeton.edu into your internet browser.

![Image: Internet browser window with URL https://cap.community.princeton.edu](image1)

2) Click Sign In.

![Image: Sign In button highlighted](image2)

3) Type in your Username and Password. Click Sign In.

![Image: Sign in to existing account form](image3)

4) You are now logged in and on the registration site homepage.

![Image: Community Auditing Program homepage](image4)

Where Do I Go Next?

Use these icons to find different areas of the website.

- **Profile**: Click here to view your profile and registered courses.
- **Cart**: Click here to view your cart or check out.
- **Home**: Click here to return to the homepage.
- **Department**: Click here to see the classes in each department.

Flip the page to learn how to register for a course.
CAP Registration 101 - How to Register for a Course

1) Log-in – Use the instructions on the back side of this page to log-in to the course registration website

2) Find A Course – Click on the department icons to view its courses. Click Home to return to the homepage to choose a different department. Scroll down to see all the departments.

3) Shopping Cart – You will be brought to the Shopping Cart Page. Click Check Out.

4) Contact Information – Confirm your contact information by clicking Next.

5) Payment Method – Choose Credit or Debit Card from the drop-down menu and click Next.

6) Billing Information – Confirm your billing information by clicking Next.

7) Purchase – Click Purchase to proceed to payment.

8) Enter your credit card information, check “I am not a robot” and click Pay With Your Credit Card.

9) Your registration is complete. Click the Profile icon to view your Class List.