



2019 JPIA Training Conference *“Connecting with Learning”*

TO PAY ONLINE WITH A CREDIT CARD

1. Enter the *New Learning Portal* in the JPIA [Learning Management System](#) (LMS) on our JPIA website Training page. Log into the system with your own username and password. Click the word Register from the blue bar at the top of the screen. On the left side of the screen, select *2019 JPIA Training Conference-Claremont*. Add one or both days to your shopping cart.
2. Select *Checkout* and pay for your attendance using a credit card.

TO PAY BY MAILING A CHECK

1. Make check payable to ACWA JPIA and mail to:

PO Box 619082, Roseville, CA 95661— Attention: Finance Dept.

Please include September 2018 Training Conference and student’s name with the check.

In a few days, look for another confirmation email, with a .pdf attachment showing your class schedule, with the subject: *ACWA JPIA Training Conference Class Choice Confirmation*

For questions, and/or assistance, please contact JPIA Training at
training@acwajpia.com or call 800-231-5742 X3421