

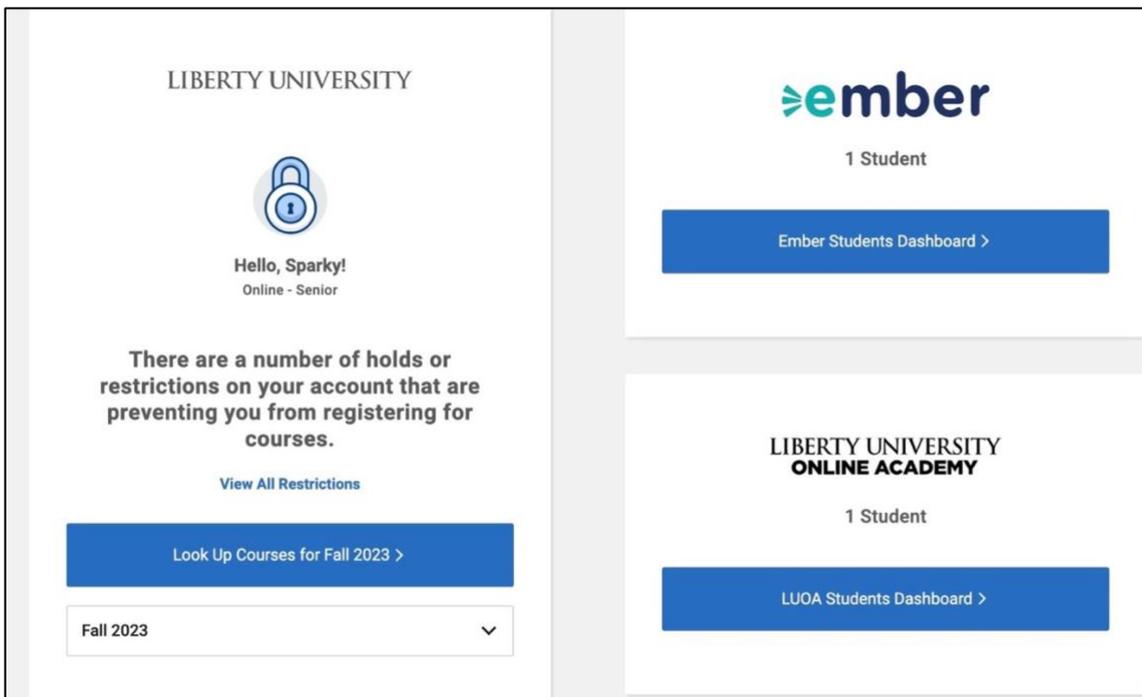
How to Select Your Courses

Introduction

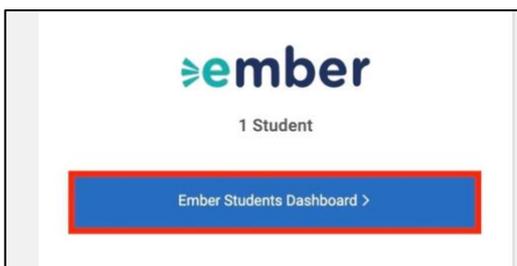
This document lists the steps for the **Ember Course Selection** process.

Course Registration

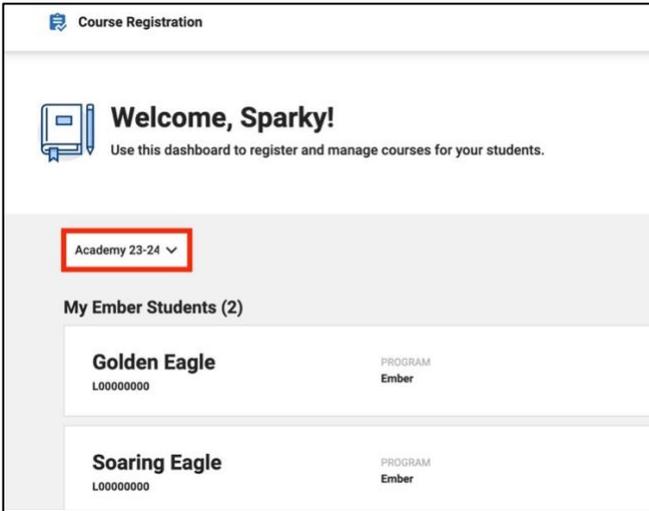
1. To begin, use the link provided to you by email after claiming your account or navigate to [Liberty.edu/CourseRegistration](https://liberty.edu/CourseRegistration). *It should be noted that if you are currently an LU or LUO student, you will also see the option to register for your courses. If you have students enrolled in LUOA, as well as students enrolled in Ember, separate course registration options will appear for each enrollment type.*



2. Click the **Ember Students Dashboard** button.



3. In the student dashboard menu, ensure the dropdown menu is set to the **Academy Term**. All currently enrolled students will be displayed.



4. Click **Show Courses** to show current courses or click **Add/Drop Courses** to select additional classes.



Course Registration Academy 23

Welcome, Sparky!
Use this dashboard to register and manage courses for your students.

Academy 23-24 Search Students

My Ember Students (2)

Golden Eagle L0000000	PROGRAM Ember	Show Courses	Add/Drop Courses
Soaring Eagle L0000000	PROGRAM Ember	Show Courses	Add/Drop Courses

5. If no courses have been selected for a student for the current year, click **Select Courses**.

[Back to Registration Home](#)

Welcome, Sparky!
Use this dashboard to select and manage courses for your students.

Academy 23 Academy Ember Both Search Students

My Ember Students (1)

Golden Eagle L34176375	PROGRAM Ember	Select Courses
----------------------------------	------------------	----------------

6. The course selection page will open.

You are currently selecting courses for **Golden Eagle (L00000000)** Change Students

Level	Subject Code	Course No.	Course Title	
All	ALL - All Subjects	0100	Old Testament Survey	Search

[Reset Options](#)

SUBJECT/SECTIONS	TITLE	INSTRUCTOR
APP 0750	Online Academy Success	N/A
APP 1200	Introduction to Engineering	N/A
APP 2000	College Planning & Preparation	N/A
APP 2050	Academic & Career Success	N/A
APP 2100	FACS: Essential Life Skills	N/A

7. If you know the **Grade Level, Subject Code, Course Number, or Course Title**, use the search boxes at the top of the screen to filter the courses.

You are currently selecting courses for Golden Eagle (L00000000) [Change Students](#)

Level: All Subject Code: ALL - All Subjects Course No.: 0100 Course Title: Old Testament Survey [Search](#)

[Reset Options](#)

SUBJECT/SECTIONS	TITLE	INSTRUCTOR
APP 0750	Online Academy Success	N/A
APP 1200	Introduction to Engineering	N/A
APP 2000	College Planning & Preparation	N/A
APP 2050	Academic & Career Success	N/A
APP 2100	FACS: Essential Life Skills	N/A

8. If you do not know the course details, scroll through the list to find the desired course.

Level: All Subject Code: HIS - LUOA History Course No.: 0100 Course Title: Old Testament Survey [Search](#)

[Reset Options](#)

SUBJECT/SECTIONS	TITLE	INSTRUCTOR
HIS 0101	1st Grade History	N/A
HIS 0200	2nd Grade History & Geography	N/A
HIS 0300	3rd Grade History & Geography	N/A
HIS 0400	4th Grade History & Geography	N/A
HIS 0500	5th Grade History & Geography	N/A
HIS 0600	6th Grade History & Geography	N/A
HIS 0700	Civics	N/A
HIS 0900	World History I	N/A

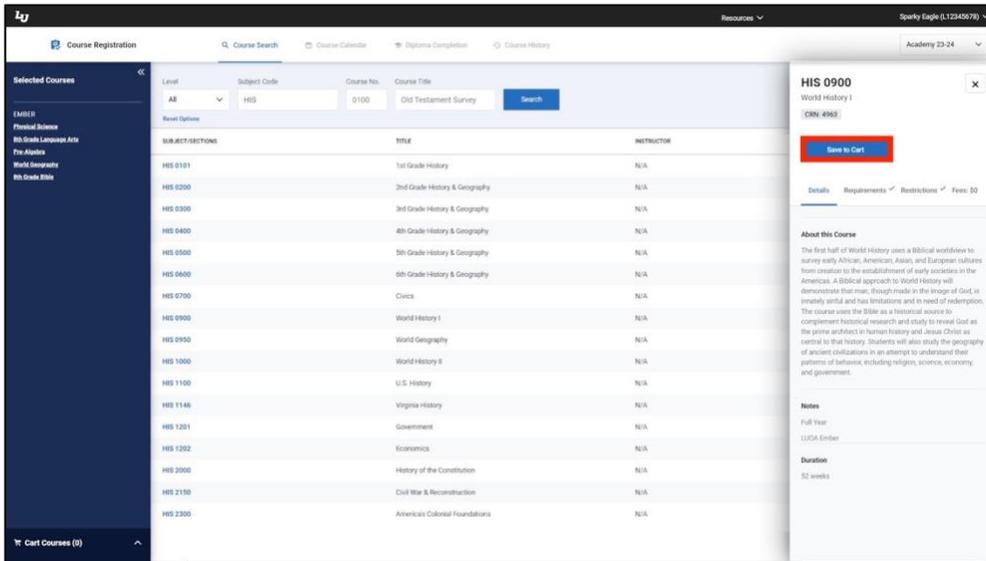
9. Click the title of a course.

Level: All Subject Code: HIS - LUOA History Course No.: 0100 Course Title: Old Testament Survey [Search](#)

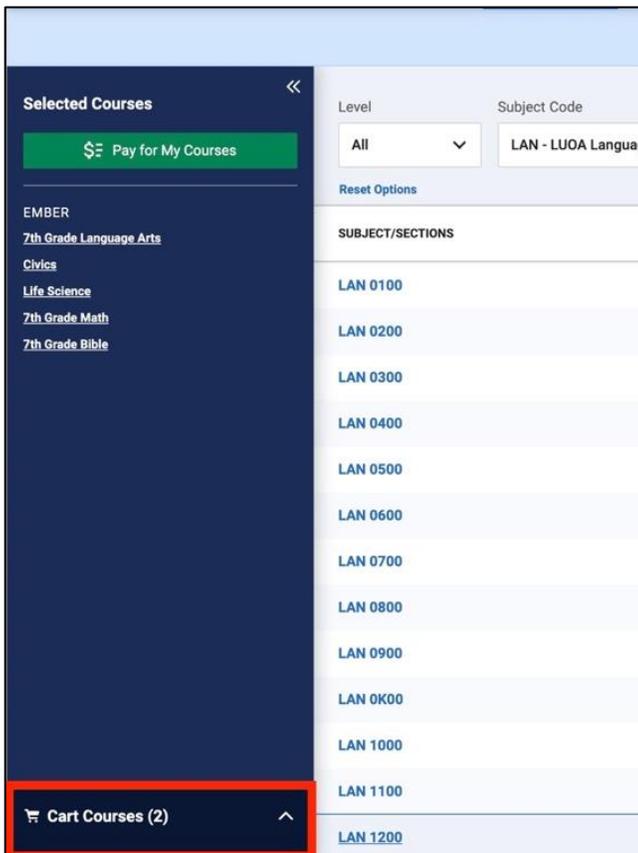
[Reset Options](#)

SUBJECT/SECTIONS	TITLE	INSTRUCTOR
HIS 0101	1st Grade History	N/A
HIS 0200	2nd Grade History & Geography	N/A
HIS 0300	3rd Grade History & Geography	N/A
HIS 0400	4th Grade History & Geography	N/A
HIS 0500	5th Grade History & Geography	N/A
HIS 0600	6th Grade History & Geography	N/A
HIS 0700	Civics	N/A
HIS 0900	World History I	N/A

10. On the popout card, click **Save to Cart** to add the course to your cart.



11. After saving multiple courses to your cart, click on **Cart Courses** in the bottom left corner.



12. If there is a course in your cart that you are not ready to order, uncheck the box next to the title or click the **X** to remove it from the cart before clicking **Submit Your Order**.

You are currently selecting courses for Gold

Selected Courses

\$ Pay for My Courses

EMBER

- 7th Grade Language Arts
- Civics
- Life Science
- 7th Grade Math
- 7th Grade Bible

Cart Courses (2)

SAVED ONLINE COURSES

- 4th Grade History & Geography X
- 4th Grade Language Arts X

Submit Your Order (2)

Level: All | Subject Code: LAN - LUOA Language Arts | Course No.: 0100 | Course Title: Old Testament Survey

Reset Options

SUBJECT/SECTIONS	TITLE
LAN 0100	1st Grade Literacy
LAN 0200	2nd Grade Language Arts
LAN 0300	3rd Grade Language Arts
LAN 0400	4th Grade Language Arts
LAN 0500	5th Grade Language Arts
LAN 0600	6th Grade Language Arts
LAN 0700	7th Grade Language Arts
LAN 0800	8th Grade Language Arts
LAN 0900	English 9
LAN 0K00	Kindergarten Literacy
LAN 1000	English 10
LAN 1100	English 11
LAN 1200	English 12

13. Click **Submit Your Order** to select all the courses with check marks next to them.

You are currently selecting courses for Gold

Selected Courses

\$ Pay for My Courses

EMBER

- 7th Grade Language Arts
- Civics
- Life Science
- 7th Grade Math
- 7th Grade Bible

Cart Courses (2)

SAVED ONLINE COURSES

- 4th Grade History & Geography X
- 4th Grade Language Arts X

Submit Your Order (2)

Level: All | Subject Code: LAN - LUOA Language Arts | Course No.: 0100 | Course Title: Old Testament Survey

Reset Options

SUBJECT/SECTIONS	TITLE
LAN 0100	1st Grade Literacy
LAN 0200	2nd Grade Language Arts
LAN 0300	3rd Grade Language Arts
LAN 0400	4th Grade Language Arts
LAN 0500	5th Grade Language Arts
LAN 0600	6th Grade Language Arts
LAN 0700	7th Grade Language Arts
LAN 0800	8th Grade Language Arts
LAN 0900	English 9
LAN 0K00	Kindergarten Literacy
LAN 1000	English 10
LAN 1100	English 11
LAN 1200	English 12

14. The **Order Submitted** popup will appear on the bottom right hand of the page, confirming your course selections, as well as providing a link to the **Pay for My Courses** page.

N/A

Order - Submitted ✕

✓ Thank you for selecting your courses! Please pay for your courses through our payment portal (<https://pay-ember.liberty.edu>)

15. The **Pay for My Courses** link can also be accessed from the top of the **Selected Courses** list.

Selected Courses <<

\$ Pay for My Courses

EMBER

[7th Grade Language Arts](#)

[Civics](#)

[Life Science](#)

[7th Grade Math](#)

[7th Grade Bible](#)

[4th Grade History & Geography](#)

[4th Grade Language Arts](#)

Level: All ▼

Subject Code: LAN - LUOA Language

Reset Options

SUBJECT/SECTIONS

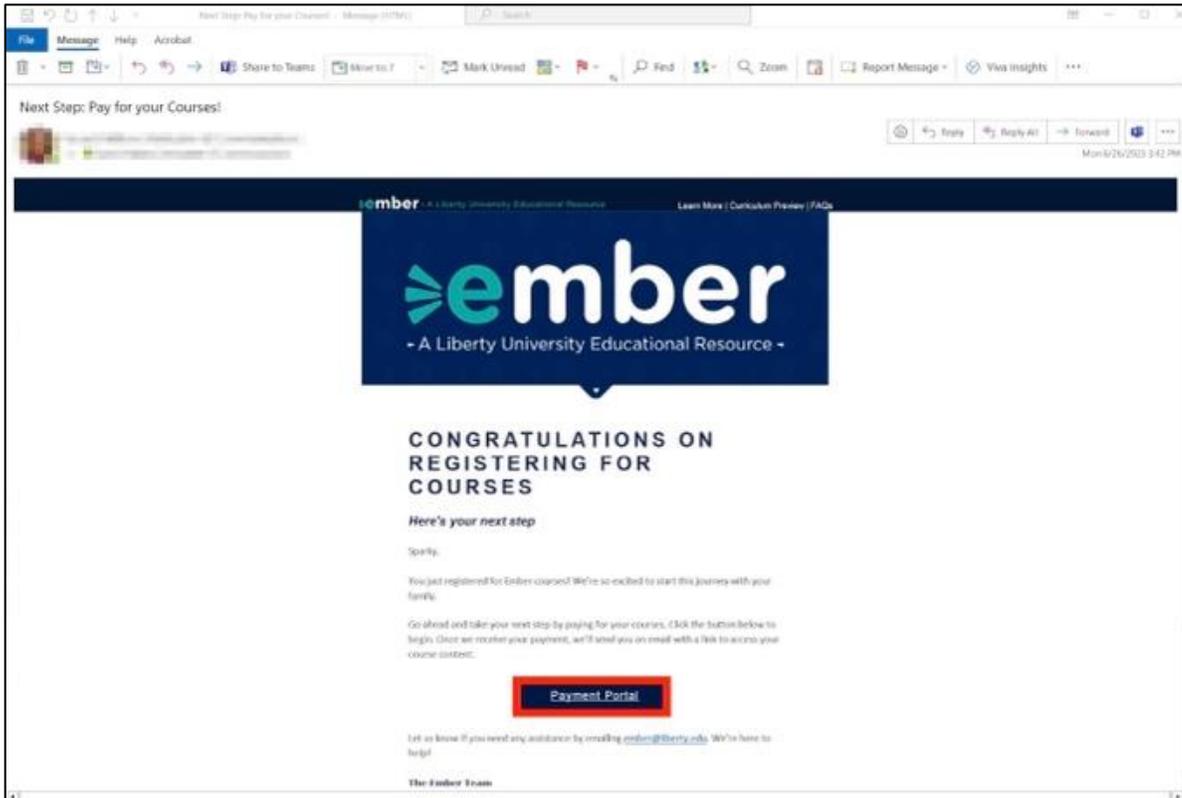
LAN 0100

LAN 0200

LAN 0300

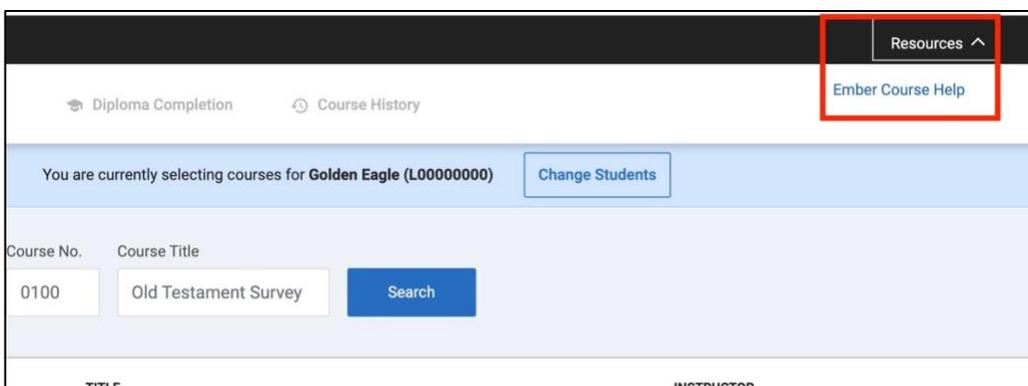
LAN 0400

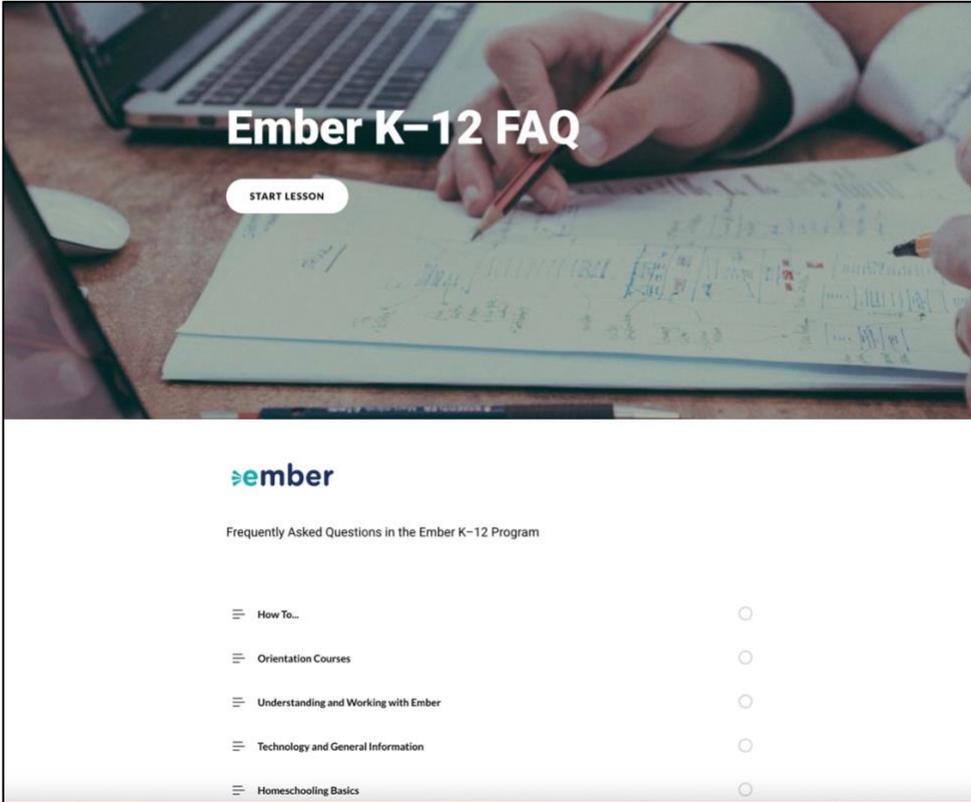
16. Additionally, an email with a link to the **Payment Portal** will be sent after you complete the Course Selection. *



**It should be noted that courses must be paid for by the end of the day you selected them, otherwise, all courses will be removed from your cart.*

17. If you need help at any time in the process, click the **Resources** tab at the top of the screen and select **Ember Course Help**.





The image shows a screenshot of the Ember K-12 FAQ page. At the top, there is a header with the text "Ember K-12 FAQ" and a "START LESSON" button. Below this, the Ember logo is displayed, followed by the text "Frequently Asked Questions in the Ember K-12 Program". A list of five categories is shown, each with a hamburger menu icon on the left and a radio button on the right:

- How To...
- Orientation Courses
- Understanding and Working with Ember
- Technology and General Information
- Homeschooling Basics

Need Assistance?

If you have any questions or need further assistance, please reach out to Ember@Liberty.edu.