Navigating the Registration Portal

Upon successful profile creation and log-in, you will enter the registration portal.
Navigating the Registration Portal

Along the top of the portal, you will see links to “Home”, “My Profile,” “Courses,” “Certificate Programs,” “Fellowship Programs,” “Contact Us,” “My Cart,” and “More.” You will also be able to verify the user you are logged in as in the top-right. You will see the home page as your default view.
Home Page

On the home page, you will see a section for “my courses,” with sections for upcoming, past, and waitlisted courses. If you have registered others for trainings, you will also see their upcoming and past courses.

Below this, you will see progress towards any certificates you may be enrolled in or may have completed.

On the right, you will see courses suggested for you based on various factors, such as previous course enrollment or enrollment in certificates.
After you create your profile, you may want to make adjustments and additions. You can do this by clicking “My Profile” at the top of the registration portal. Edit the profile as desired.
Some fields are required, and others are optional. An asterisk denotes that a field is required.
We ask some optional demographic questions for accreditation or survey data. This is for aggregated use and will not be shared on an individual level.

You can also indicate your interest in learning more about our certificate and fellowship programs. Press Shift + Click to select multiple options.

Click save at the bottom of the page to retain your changes.
If you have any questions about the registration process, the status of a registration, or anything else related to executive development with WashU at Brookings, feel free to submit a question using the “Contact Us” form. A representative will respond to you within 24-48 business hours. We look forward to hearing from you!