

How to Register for an Extension Online Course

1. Go to the Extension Registration Portal <https://reg.extension.msstate.edu/> and click **Register Now** under the MS Private Pesticide Applicator Training.

The screenshot shows the 'All Listings' page of the Mississippi State University Extension Registration Portal. At the top, there is a welcome message and a search bar. Below the search bar are filters for 'Category' (set to 'All Categories') and 'Location' (set to 'All Locations'). A 'View/Search Events' button is also present. The main content area displays three course listings:

- Floral Enthusiast: Pressed Floral Design, Online - Self Paced**: Spaces Remaining: 99. Description: In this video course, learn how to make a beautiful pressed flower picture. Before the days of Internet, television or even radio, the pastime of m...show more
- Mississippi Private Pesticide Applicator Training**: Spaces Remaining: 2143. Description: A private applicator is a certified applicator who uses or supervises the use of restricted-use pesticides to produce an agricultural commodity on his...show more
- TummySafe - 2021**: Spaces Remaining: 731. Description: TummySafe® is a Food Manager's Certification Course for Child Care Providers. The 6 module food safety curriculum includes food storage, serving, cross...show more

Each listing has a 'Register Now' button at the bottom.

2. Select **Register Now** – Individual Registration.

The screenshot shows the registration details for the 'Mississippi Private Pesticide Applicator Training' course. The page header includes the Mississippi State University Extension logo and the text 'Registration Portal'. A navigation bar at the top contains links for 'All Listings', 'Continuing Education', 'Floral Design', and 'MSU Extension Website'. A 'Listing of Events' icon is also visible.

The main content area is divided into several sections:

- Mississippi Private Pesticide Applicator Training**: Online Course
- Register**: Registration open through 12/31/2021 10:59 PM Central Time (US & Canada). A button for 'Register Now - Individual Registration' is highlighted.
- Location**: Online Course
- Registration Fee**: Registration is \$20.00
- Details**: A private applicator is a certified applicator who uses or supervises the use of restricted-use pesticides to produce an agricultural commodity on his or her own land, leased land, or rented land or on the lands of his or her employer. Private applicators must be at least 18 years old. Private applicator certification expires after 5 years. To renew their certification, private applicators must complete private applicator training and pass the test during the 12 months prior to their expiration date.
- About Us**: Online Private Applicator Certification Program

3. If you do not have an Extension Account, select **Create an Account** at the login screen. If you already have an Extension Account, login with your username and password.

MISSISSIPPI STATE UNIVERSITY™
EXTENSION

Log in to your **MSU Extension Service** account.

Email

username@domain.com

Password

LOG IN >

When you finish using our services, please **log out** and **close your browser** for security.

Create An Account [Forgot Password?](#)

For assistance with logging in, contact
Extension Center for Technology Outreach
Monday–Friday, 8am–5pm at (662) 325-3226.

4. Fill out all required information and select **Sign-up**.

Register

the fields marked with a * are required

Personal Information

First Name* Middle Name Last Name*

Email* Phone* Cell Phone Cell Phone Provider

Date of Birth* Race Ethnicity Gender

Physical Address

Physical Address 1* Physical Address 2

Physical City* Physical State* Physical Zip Code*

Mississippi

Mailing Address

Mailing Address is the same as my Physical Address

Mail Address 1* Mail Address 2

Mail City* Mail State* Mail Zip Code*

Mississippi

County*

Select One

Account

Password* Confirm password*

Sign up

5. You will receive an email with a link to verify the email address and finish up setting up your account. If you don't receive an email, make sure to check you spam or junk folder.

You should receive an email with instructions to finish setting up your account. If you don't receive an email, make sure to check your spam folder.

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6. Open the email sent from the Extension Portal and click the link to verify you email address.

Mississippi State University Extension Service Account  Inbox x

Extension Portal <no-reply@ext.msstate.edu>

 to me ▾

Hi India N Crews,

Click on the link below to verify your email address and finish setting up your account.

[Link](#)

For assistance, contact Extension Center for Technology Outreach Monday to Friday, 8am to 5pm at (662) 325-3226.

7. You have verified your account select **login here** to continue to register/enroll in course.

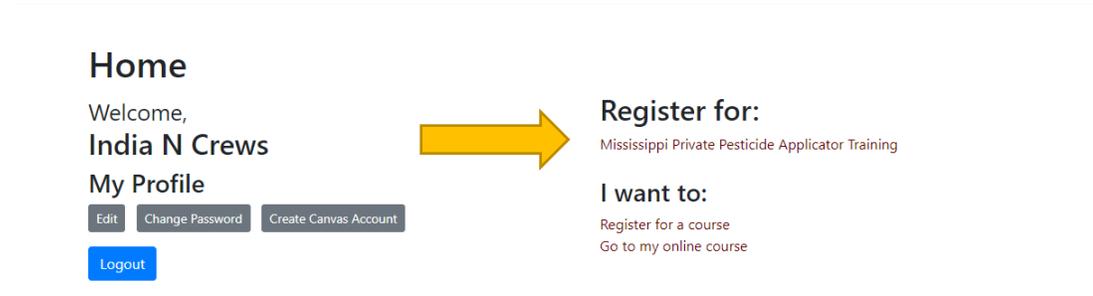
Account Verification Successful

Thank your for verifying your account. You can now login here.

For assistance with logging in, contact
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Monday–Friday, 8am–5pm at (662) 325-3226.

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8. Select **Register for: Mississippi Private Pesticide Applicator Training**



9. Continue through the process of registering for you course by selecting Register Now, Register-Individual Registration.
10. At the login screen, enter your email address and password that you created for your Extension Account.
11. Submit your registration and/or pay for course if required payment.
12. You will receive an email about 10 minutes after you register/pay for the course with a link to get started in the course.

IF you have any problems or questions, please contact Extension CTO Helpdesk 662-325-3226.