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## Instructions for Group Registration

### Online Study Courses at The Presbyterian College

The Presbyterian College is making online studies/courses available to both individuals and to congregation-based study groups. For those who are registering as groups, we provide the following instructions for registration and participation:

- Only the leader of the congregation-based study group should register via the online registration form.
- The leader will arrange for payment of the group fee of \$155 by Interac/eTransfer to [accounting@pcmtl.ca](mailto:accounting@pcmtl.ca) or by contacting Ms. Linda Boutros, at [reception@pcmtl.ca](mailto:reception@pcmtl.ca), to arrange a credit card payment. If the payment is made by Interac/eTransfer, please send a confirmation note to Ms. Boutros.
- One week prior to the commencement of the study, we will ask the leader of the congregation-based group to send a list with the full name and email address of those participating in their group.
- All participants will receive the Zoom link each week for the online study.
- At the end of the study leader's presentation each week, the college will create breakout rooms for each congregation-based study group, and will add the appropriate group members to that breakout room for local discussion.