

**Self-Registration – Webinars and Virtual Classrooms**

**Purpose:***Send if an employee under your CUES membership wants to register themself for a webinar or virtual classroom*

**Directions:***Copy and paste the template below into a new email, replace all highlighted fields, then send*

**SUBJECT: How to Register for a CUES Webinar or Virtual Classroom**

Hello <NAME>,

Your membership with CUES includes live webinars and virtual classrooms! Webinars and virtual classrooms are a benefit of your CUES membership, which means there is no cost to register.

To register, you will need to login to cues.org and follow the Event Registration steps in the [Member Help Center](https://www.cues.org/member-help-center).

Be sure to check out the [CUES Member Help Center](https://www.cues.org/member-help-center#tab1) to find additional resources within your membership.