HOW TO REGISTER ONLINE

Visit the Website
- Go to German Courses or German Exams
- Navigate to Dates and Prices.

Select Your Course
- Use filters to choose:
  - Course type (e.g., Online, In-person)
  - Language level (A1 to C1)
- Click on Details to view course information.
- Click Book to proceed with your reservation

Log In or Register
- If you're a returning student, log in with your MeinGoethe.de account.
- New users must register with personal details.

Enter Participant Information
- Fill in the participant's details (or details of the person you are registering for, if applicable).
- Ensure accuracy for access to the learning platform and details on the certificate
- Ensure to maintain the same email throughout to allow you gain access to your result.

Payment
- Transfer the exact amount into the institute´s account. Do not pay more or less.
- Your pay slip MUST contain your participant number for identification. You will find this number on the confirmation of your reservation in pdf.
- You will be given a period of time within which to make payment. If you delay, you will lose your slot.
- Send a scan or a picture of the receipt to registrations-accra@goethe.de for confirmation.

Confirmation
- After successful registration, you'll receive a confirmation of your reservation in your email with the Account details for payment.
- If you notice an error in your personal details, alert via email to correct the mistake. Do not book twice to avoid errors in the system.

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