CREATING A NEW ACCOUNT
(New Members ONLY)

Step 1: Navigate to the BOLLI registration page at [http://www.brandeis.edu/bolli/prospective-members/become-a-member/register-now.html](http://www.brandeis.edu/bolli/prospective-members/become-a-member/register-now.html) and then click on the “Register Now” button. This will take you to the registration home page as shown below.

Step 2: Select “Create an account” in order to create a new account for first-time registration.
Step 3: Please enter the requested information (Email address, First/Last Name and Birthdate) to create a new account. Then click “Continue.”

*Please note that your birthdate is only requested in the event that a password reset is needed.*

*You will be asked to re-enter your birthdate in Step 5.*

*If you'd prefer not to use your own birthdate, please pick a memorable date as you will need to recall this to verify your account.*
Step 4: You will need to login into your email account (*the one you provided in the previous step*) to retrieve an email to activate your account. Once you open the email, click “Activate Account.” *(Copy or take note of the temporary PIN number, as this is needed for Step 5).*

Step 5: Paste or enter your temporary pin from the email and your birthdate, as entered in step 3. Then click “Login.”
**Step 6:** Create a new password for your account. This must include the following: at least 8 characters long, with at least one letter, one capital letter, and one number. You will need to re-enter this into the “New Password (again)” line. Then click “Set Password.”
Should you experience any issues with your application at any time including issues with submitting payment, please reach out to BOLLI Program Coordinator at 781-736-2992 or bolli@brandeis.edu