

## Microcredentials account creation and payment options

**1** Go to learner portal.

**learner.bond.edu.au**

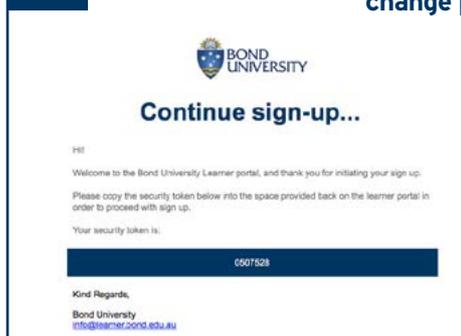
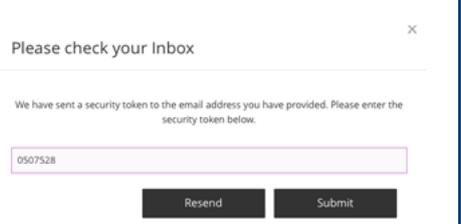
**2** Select 'Sign Up'.



**3** Register as a user.



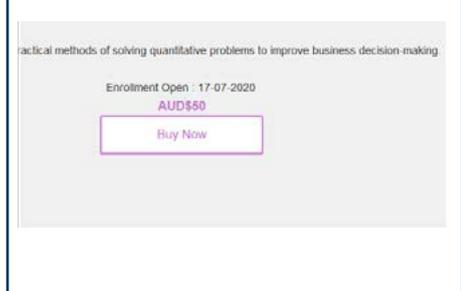
**4** Retrieve email notification and use the link to go to the **change password** page.

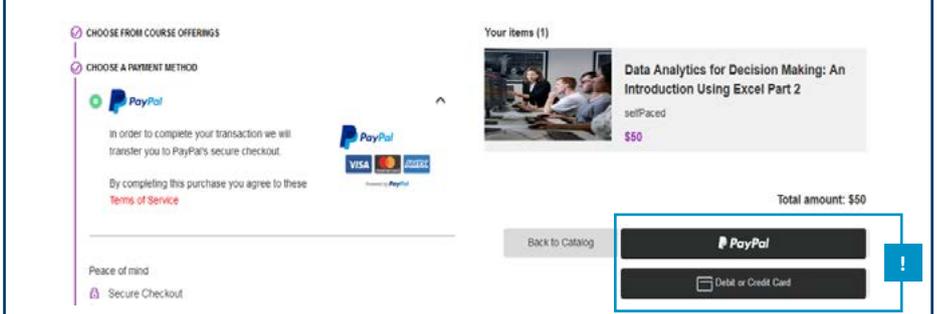
**5** Create your account (ensure you enter your learning region).



**6** Select the course and **'Buy Now'**.



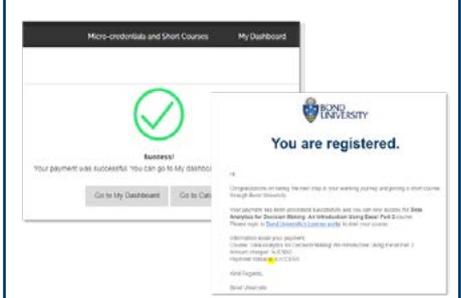
**7** Expand the PayPal options and select your preferred method (PayPal or Credit card).



**8** Fill the credit information and submit payment.



**9** You will see notification of payment on your dashboard as well as a notification via email.



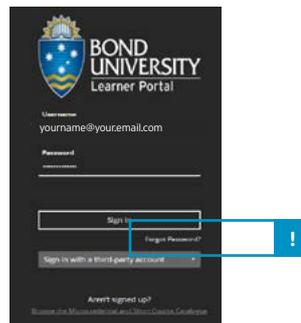
**SUPPORT**  
 If you are still experiencing difficulties, please contact:  
**info@learner.bond.edu.au**

## Resetting your learner password

**1** Go to learner portal.

**learner.bond.edu.au/  
webapps/login**

**2** Select '**Forgot Password**'.



**3** Enter your name and email (username) and Submit.

Lost Password  
*To change your password, provide information for one option only: Username or Email Address.*

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USERNAME OPTION

*To change your password, type your First Name, Last Name and Username. You need an active email address associated with your account to receive instructions. Your current password remains active until you change it.*

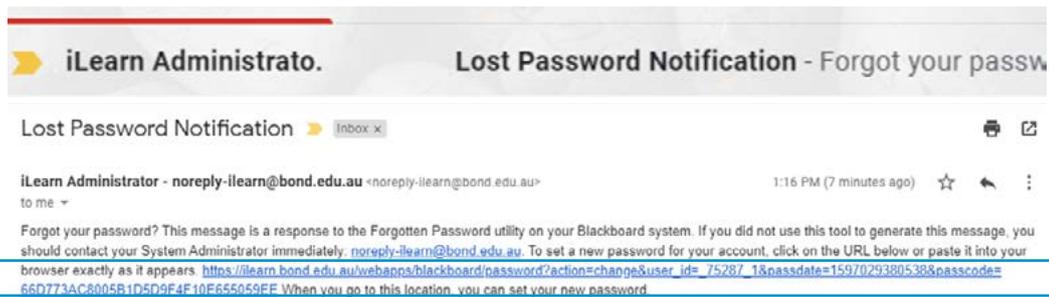
First Name:

Last Name:

Username:

Click Submit to proceed.

**4** Retrieve email notification and use the link to go to the **change password** page.



**5** Enter your username (email) and updated password.

CHANGE PASSWORD

*Complete this form to change the password.*

Password:

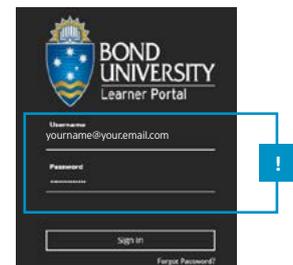
Verify Password:

Click Submit to proceed.

**6** Exit out of the Bond University login page (this is for students enrolled in a full program).



**7** Go back to the learner portal: and enter your username (email) and updated password.



### SUPPORT

If you are seeing a blank page, try using Firefox browser with the direct URL:

**bond.blackboard.com/webapps/bbgs-cloud-portal-BB5ddc61d723ae0/app/portal/catalog** or contact **info@learner.bond.edu.au**

