



Glen Eira U3A

Online Enrolment

WHAT YOU NEED TO ENROL

Before you start



Access to the U3A
Members Website -
<https://gleneirau3a.org.au/members/>



Your
Membership
Number and
Password



A list of classes
for enrolment,
including Course
Codes,
descriptions, and
scheduled times



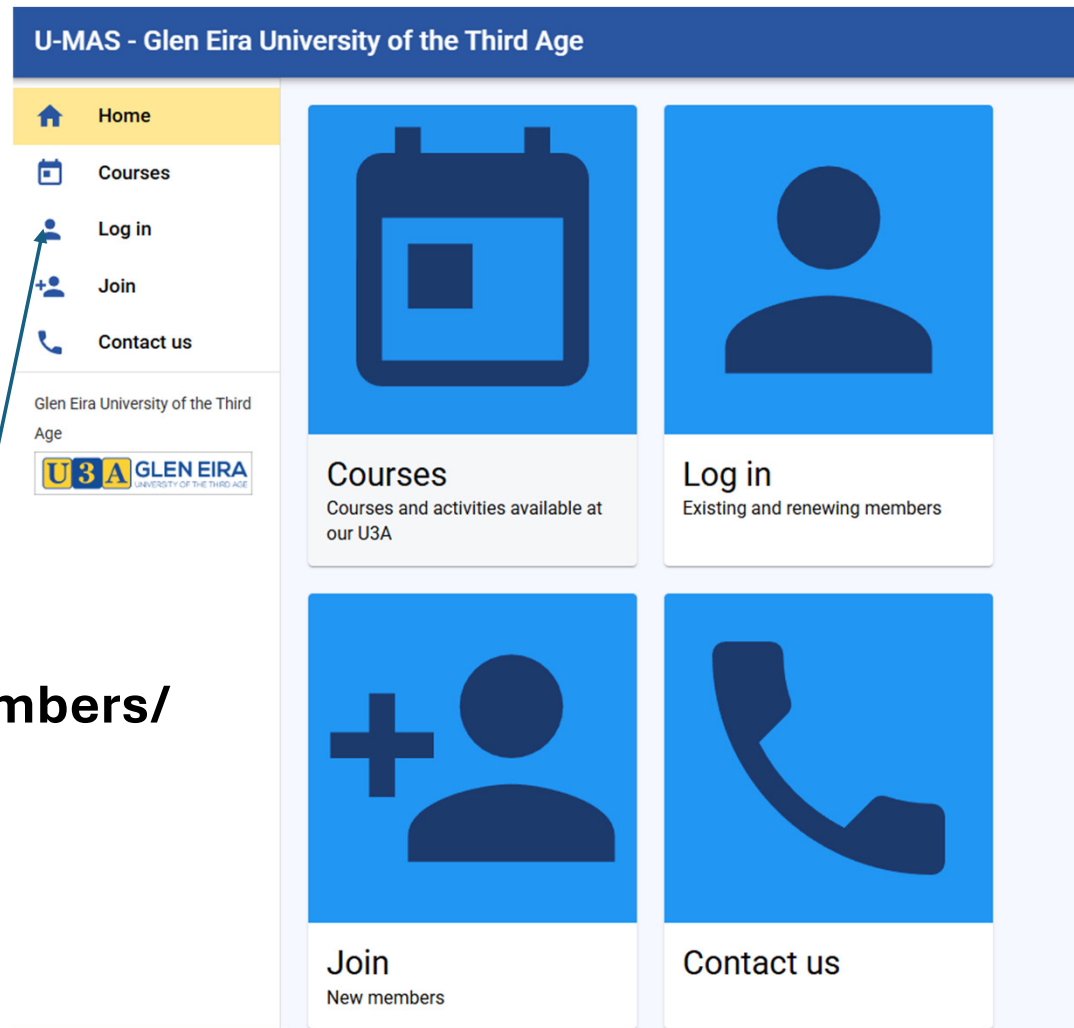
Payment
method for
the Glen Eira
U3A Annual
Fee

Glen Eira U3A Members Page

The Address for this page is:

<https://gleneirau3a.org.au/members/>

Use your Membership Number
and Password to log in



Membership Number

Use the same number that you used last year

If you have been a member at any time in the past DO NOT REJOIN

If you do not know your membership number, you can use the email address you provided when you first registered.

If you still cannot remember your Membership Number, you must call the U3A office and they will retrieve your number using your name.

U-MAS - Glen Eira University of the Third Age

Home

Courses

Log in

Join

Contact us

Glen Eira University of the Third Age



Log in

Member no. or email address *

Password *

SUBMIT

Help links

?

Forgot password?
[Reset password](#)

?

Forgot member number?
[Retrieve member number](#)

?

Forgot all login details?
[Retrieve member details](#)

Not a member yet?

[Join up](#)

U3A Network Victoria Inc. membership management system, provided under license from Soft Sys membership software. U-MAS version: 6.11, release date: 20 May 2025. U-MAS for Members version: 1.10.20241231. [Admin](#)

Password

Use the same password that you have used previously



If you cannot remember your password then you can create a new one.

1. Click the Reset Password option on the Log in page

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Log in

Member no. or email address *

10619

Password *

.....

SUBMIT

Help links

Forgot password?
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[Join up](#)

Forgot member number?
[Retrieve member number](#)

Forgot all login details?
[Retrieve member details](#)

Password

- 2. You will be asked for your Membership Number and Surname

3. Press SUBMIT

4. A code number will be sent to your email

5. Go into your email and retrieve the number

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Request password reset

Fill out and submit this form in order to receive a password reset authorisation code by email.

If you already have an authorisation code, you can [ENTER IT HERE](#).

Member number *

Surname *

SUBMIT

U3A Network Victoria Inc. membership management system, provided under license from Soft Sys membership software. U-MAS version: 6.11, release date: 20 May 2025. U-MAS for Members version: 1.10.20241231. Admin

Password

Enter the code you received in your email

Type in a new password
MAKE SURE YOU RECORD THE NEW
PASSWORD

You will need to type in the new
password a second time

Press SUBMIT

U-MAS - Glen Eira University of the Third Age

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Glen Eira University of the Third Age



Reset password

Please enter the authorisation code that was sent to your email address, along with a new password, below. The authorisation code is valid for one hour from the time it was sent: If your code has expired, you can [REQUEST A NEW CODE](#).

Member number *
10619

Authorisation code *

New password *
.....

Confirm new password *

SUBMIT

USA Network Victoria Inc. membership management system, provided under license from Soft Sys membership software. U-MAS version: 6.11, release date: 20 May 2025. U-MAS for Members version: 1.10.20241231. Admin



Prepare the list of Courses you want to enrol in

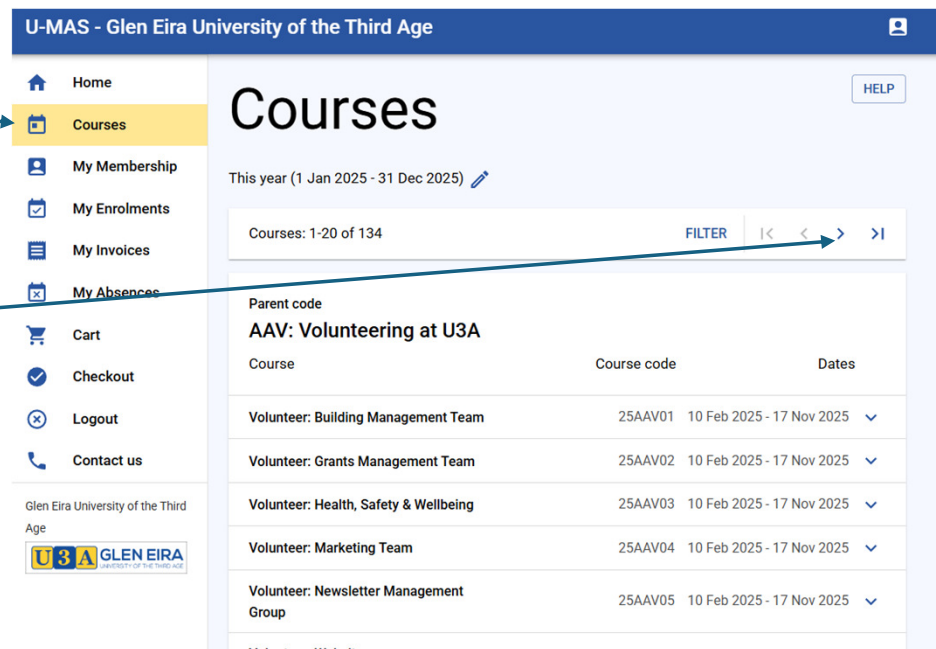
- You might need to refer to the Courses Syllabus to obtain the code – look up the Course Catalogue online
- 

ENROLMENT STEPS

Now that you are logged in, you can proceed to enrol in the courses you have chosen

1. Click on the Courses Button

2. To select a particular course, you can either scroll through all the pages until you can see the course you want OR ...



U-MAS - Glen Eira University of the Third Age

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My Invoices
My Absences
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Logout
Contact us

Courses

This year (1 Jan 2025 - 31 Dec 2025)

Courses: 1-20 of 134

FILTER

Course	Course code	Dates
Volunteer: Building Management Team	25AAV01	10 Feb 2025 - 17 Nov 2025
Volunteer: Grants Management Team	25AAV02	10 Feb 2025 - 17 Nov 2025
Volunteer: Health, Safety & Wellbeing	25AAV03	10 Feb 2025 - 17 Nov 2025
Volunteer: Marketing Team	25AAV04	10 Feb 2025 - 17 Nov 2025
Volunteer: Newsletter Management Group	25AAV05	10 Feb 2025 - 17 Nov 2025

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U3A GLEN EIRA

OR

You can use the filter to go straight to the course you want.

1. Click on the filter button

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Courses

HELP

This year (1 Jan 2025 - 31 Dec 2025)

Courses: 1-20 of 134 **FILTER** |< < > >|

Course	Course code	Dates
Parent code AAV: Volunteering at U3A		
Volunteer: Building Management Team	25AAV01	10 Feb 2025 - 17 Nov 2025
Volunteer: Grants Management Team	25AAV02	10 Feb 2025 - 17 Nov 2025
Volunteer: Health, Safety & Wellbeing	25AAV03	10 Feb 2025 - 17 Nov 2025
Volunteer: Marketing Team	25AAV04	10 Feb 2025 - 17 Nov 2025
Volunteer: Newsletter Management Group	25AAV05	10 Feb 2025 - 17 Nov 2025

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U3A GLEN EIRA
UNIVERSITY OF THE THIRD AGE

A pop up box will appear

2. Click the Untick All box
This will clear all the select
boxes for all the courses

3. Now you can go down the list
and choose the category (or
categories) of classes you want
to enrol in

Course Display Settings

Show Timespan
This year ▼

Search For Keyword

Exclude
☐ Full courses
☐ Closed courses

Sort By...
Parent code ▼
... Then By
Course code ▼

Show Parent codes
[TICK ALL](#) [UNTICK ALL](#)
☐ **AAV:** Volunteering at u3a
☐ **ART:** Painting and drawing
☐ **COM:** Computers
☐ **CRA:** Craft
☐ **DAN:** Dancing
☐ **DIS:** Discussion and lecture
☐ **ESL:** English as a second language
☐ **EXE:** Exercise
☐ **GAM:** Games
☐ **HIS:** History
☐ **LANF:** French
☐ **LANG:** German

[CANCEL](#) [APPLY CHANGES](#)

4. Now click the Apply Changes box

Course Display Settings

Show Timespan
This year ▼

Exclude
☐ Full courses
☐ Closed courses

Sort By...
Parent code ▼

... Then By
Course code ▼

Search For Keyword

Show Parent codes
[TICK ALL](#) [UNTICK ALL](#)

☐ AAV: Volunteering at u3a
☐ ART: Painting and drawing
☒ COM: Computers
☐ CRA: Craft
☐ DAN: Dancing
☐ DIS: Discussion and lecture
☐ ESL: English as a second language
☐ EXE: Exercise
☐ GAM: Games
☐ HIS: History
☐ LANF: French
☐ LANG: German

[CANCEL](#) [APPLY CHANGES](#)



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Courses

This year (1 Jan 2025 - 31 Dec 2025) [FILTER](#) |< < > >|

Parent code
COM: Computers

Course	Course code	Dates
3-D Printing and Modelling	25COM03	15 Oct 2025 - 29 Oct 2025 ▼
Gmail Essentials	25COM12	21 Oct 2025 - 28 Oct 2025 ▼
Introduction to Zoom	25COM13	18 Nov 2025 - 25 Nov 2025 ▼
AV Training for Tutors & Office Staff	25COM22	30 Oct 2025 ▼
2026 Online Enrolment	25COM23	11 Nov 2025 ▼
2026 Online Enrolment	25COM24	12 Nov 2025 ▼

Courses: 1-6 of 6 [FILTER](#) |< < > >|

You will now see a list of the courses within the category

Click the down arrow for the course you are selecting

5. Scroll to the bottom of the course description and you will see a button with Add to Cart
Click the button

You can repeat step 2 - 5 for each course you want to enrol in

Tutor	David Bloom
Tutor 2	None
Location	Glen Huntly PC Room 1151 Glen Huntly Road
Timetable	1 day: 1 Day Course Day: Tuesday, 1:30 PM - 3:00 PM Date: 11 Nov 2025
Availability	Accepting enrolments? Yes Capacity: 10, enrolled: 5, available: 5, waitlisted: 0
Full fee	\$0.00
ADD TO CART CLOSE	

When you have added all the courses you want to enrol in to the Cart, you can click on the button at the top of the courses list

Courses

1 IN CART

Courses: 1-6 of 6

[FILTER](#)

[|<](#) [<](#) [>](#) [>|](#)

You should see a pop up box with your courses listed as well as your fees. – go ahead and press the checkout

Cart

You do not have a current membership: A membership subscription will be automatically added to your cart if required.

	Code	Name	Start date	Status	Fee
	25COM23	2026 Online Enrolment	11 Nov 2025	OK	\$0.00
	SUBS2025	Subscription 2025	1 Feb 2025	OK	\$75.00
Total					\$75.00

[CLOSE](#) [CLEAR CART](#) [CHECKOUT](#)

You will now be asked to confirm your enrolments and agree to the Terms and Conditions of Glen Eira U3A

Checkout

Cart summary:

25COM23: 2026 Online Enrolment
SUBS2025: Subscription 2025

Our terms and conditions are [available here](#).

☒ I agree to the U3A Membership Conditions

[VIEW CART](#) [CHECKOUT](#)

YOU HAVE NOW BEEN ENROLLED (OR WAITLISTED) IN YOUR COURSES

You are now presented with an invoice which has all your enrolment details.

To pay for your U3A enrolment, click on the “Pay with Paypal button

USE THIS BUTTON FOR
ALL TYPES OF CARDS

Checkout

DOWNLOAD PDF

Pay with **PayPal**

INVOICE

Invoice ID: 8683-26565
Date: 27 Oct 2025
Bill to:
Mickey Mouse
Member no: 8683
31 Test Drive
CARNEGIE
VIC 3163
E: nomail@gleneirau3a.org.au
Mob: 0407 390 117

Glen Eira University of the Third Age
Incorporation: A0016826W
ABN: 54 161 309 634
PO Box 286
Glen Huntly, VIC 3163
Postal address:
PO Box 286
Glen Huntly, VIC 3163

Code	Name	Start date	Status	Fee
25COM23	2026 Online Enrolment	11 Nov 2025	Enrolled	\$0.00
SUBS2025	Subscription 2025	1 Feb 2025	Enrolled	\$75.00
Total				\$75.00
Paid				\$0.00
Due				\$75.00