



Purchasing Multiple Courses with
Group Pricing

Table of Contents

PURCHASING MULTIPLE COURSES WITH GROUP PRICING	1
ABOUT THIS DOCUMENT.....	1
CONTACT US	1
SELECTING COURSES	2
CHECKOUT	4
PAYMENT OPTIONS	5
USING THE ACCESS CODES TO ENROLL IN A COURSE	9

PURCHASING MULTIPLE COURSES WITH GROUP PRICING

de Souza Institute offers a special rate on the course list price for a purchase of three or more courses to **individuals or organizations in Canada**. All de Souza Institute courses are eligible!

This pricing is applicable for the following cases:

- An individual purchases three or more courses and pays for them in one cheque or credit card.
- An organization, institution, or company purchases course(s) for three or more of their employees and pays for them in one cheque or credit card. **Only one (1) receipt will be issued to the purchaser. Receipts will not be issued to each employee in the organization.**
- A group of three or more individuals decide to purchase together. Only one individual in the group purchases the course(s) and pays for the total amount in one cheque or credit card. **Only one (1) receipt will be issued to the purchaser. Receipts will not be issued to each individual in the group.**

Please note: The group pricing is subject to de Souza Institute's [Cancellation, Incomplete or No Show Policy](#). **Group purchases must be used within two years of the purchase date.**

For organizations or individuals interested in developing packages specific to their needs, please contact us at support@desouzainstitute.com to discuss options and group pricing.

ABOUT THIS DOCUMENT

The following is a short tutorial on how to purchase courses in bulk so that you can take advantage of the group pricing being offered by the de Souza Institute.

CONTACT US

If you encounter any difficulties while completing any of the steps in this tutorial please send an email to support@desouzainstitute.com.

SELECTING COURSES

- 1) Visit the de Souza Institute Course Calendar at <http://links.desouzainstitute.com/calendar> to view available courses. You can only purchase courses that are open for registration.
- 2) Select a course you would like to purchase.
- 3) Review the information and click the “Add” to add the course to your shopping cart.

Course Calendar / CANB00ODM22 f t in +

Categories: Nursing, Interprofessional, Oncology, Primary Care

Cancer Care Basics (CANB00ODM22)

Facilitator(s): None - Self Directed Learning. Development was led by [Donalda MacDonald](#)

This online course will introduce health care professionals to oncology. Oncology patients receive care from all health care settings – including tertiary care centres, general hospitals, community care clinics, long term care and home care. They receive care from many health care professionals, depending on their disease, treatment and needs. Given the increasing complexity of this growing patient population, caring for people with cancer and their families involves a particular set of skills and knowledge from a variety of health care professionals.



25 CREDITS

This course will introduce the essential concepts in oncology, and provide fundamental information to those who work with oncology patients and their families.

Accreditation:

- This self-directed course is accredited by the Canadian Nurses Association (CNA). It meets the standards of quality for continuing professional development (CPD) in Canada and is awarded 25 CNA credits.

If you have already completed the [Foundations for Oncology Nursing Practice](#) (FONP or FOND) course with us, we DO NOT recommend the "Cancer Care Basics" course because all content would have been covered by FONP. Please note that if you choose to take both "Cancer Care Basics" and "Foundations for Oncology Nursing Practice", only one of them will receive de Souza credits towards a [de Souza Designation](#).

Course Syllabus

Learning Objectives

By the end of this course, you will be able to:

Discover funding options available to you.

You will immediately gain access to the course materials and have **12 weeks*** after enrollment to complete all required activities.

***Course Duration**
12 weeks

Fee (CAD)
\$479.00

International Fee (CAD)
\$671.00



To enroll in this course:

ENROLL

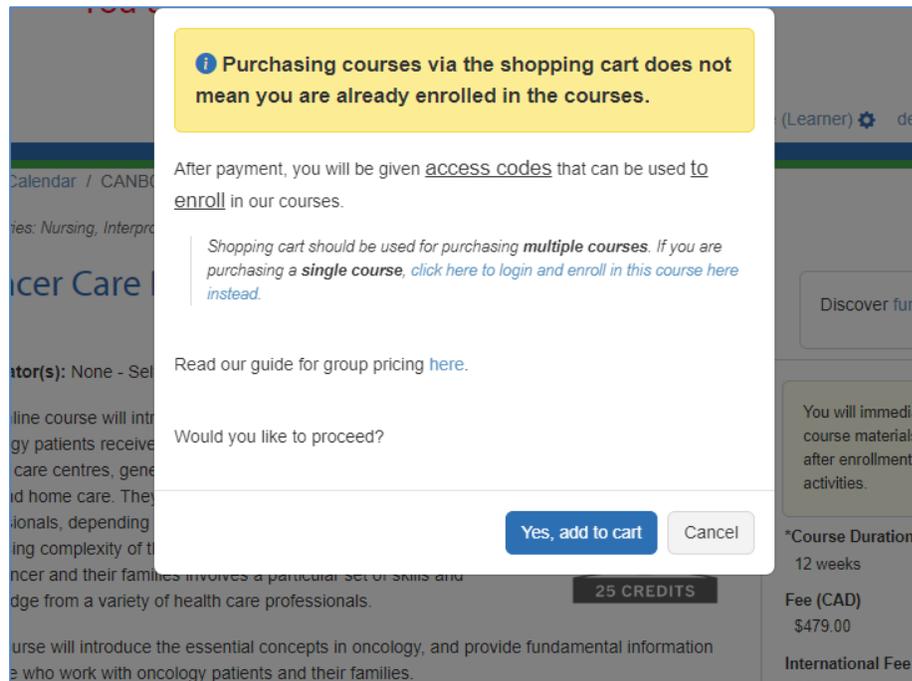
To purchase multiple courses: ⓘ

Add  

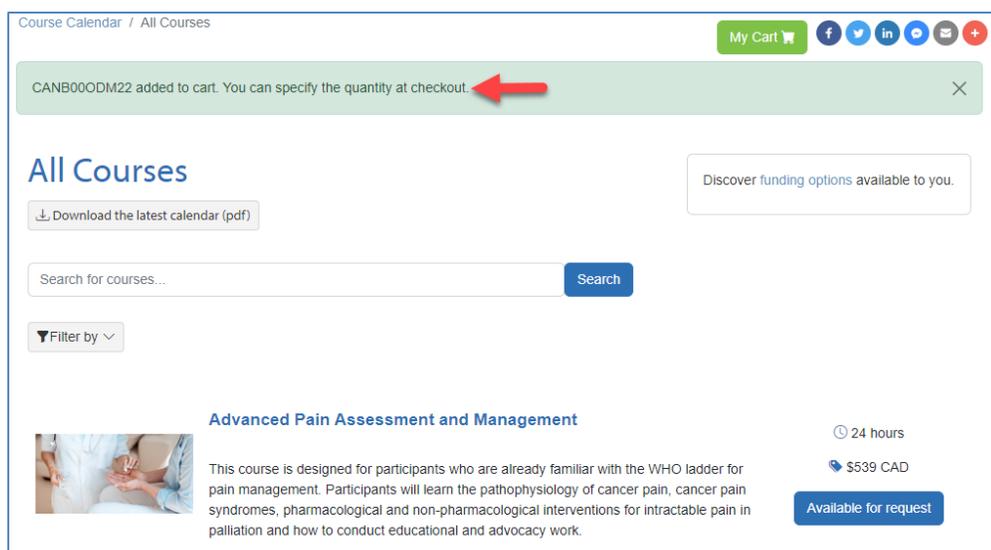
Learning Hours
25

de Souza Designation Credits
0.5 credits under Treatment and Delivery of Evidence Based Care

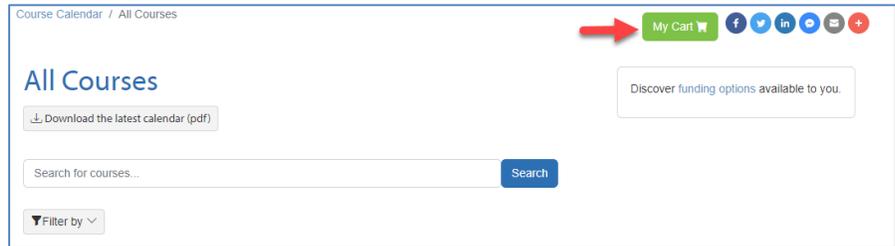
- a) A pop-up screen will shown when adding a course to the cart for the first time. Click “Yes, add to cart” on the pop-up screen.



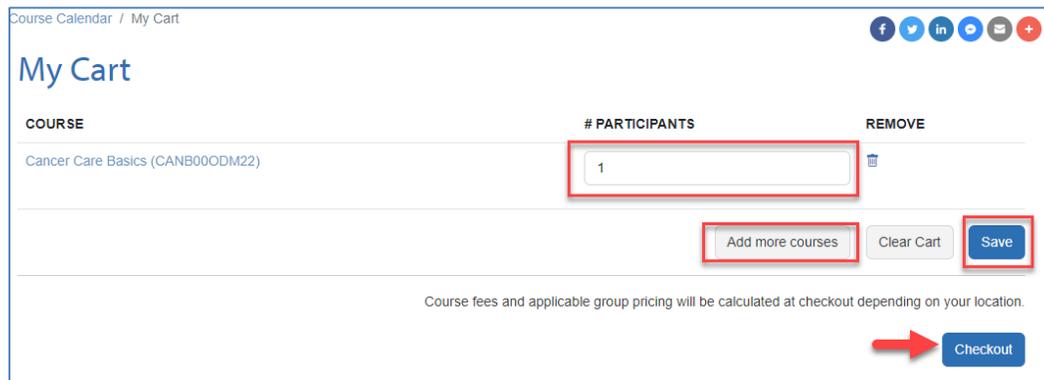
- 4) You will see a confirmation message when the course has been added to the shopping cart.



- 5) If you would like to purchase other courses, repeat steps 2 to 3.
- 6) Click on **My Cart**, then u will be taken to the next screen.



- 7) To buy a single course for multiple people, change **# PARTICIPANTS**, and click “Save” to update your cart. If you want to purchase other courses click **Add more courses** and repeat steps 2 to 3. When ready to purchase, click “Checkout”.



CHECKOUT

- 8) You will need to enter your contact information as the purchaser. When finished, select a payment method. **Your total and group pricing will be displayed on the next screen.**

My Cart - Checkout

Course fees and applicable group pricing will be calculated after entering your contact information.

COURSE	QUANTITY
Cancer Care Basics (CANB00ODM22)	3
Courses: 1	Participants: 3

Contact Information * Required.

Your First Name* Your Last Name*

Your Email Address* Alternate Email Address

Phone* Alternate Phone

Position Title Organization/Institution/Company*

Organization's Mailing Address * Required.

Address

Start typing your address (or your organization's address)...

Street*

City* Postal Code*

State* Country*

Agreements

Yes, I agree to the [Terms of Usage, Privacy Policy, Cancellation, Incomplete or No Show Policy and other policies](#)*

Yes, I agree that the receipt will be issued to my name only.*

Please select a payment method: 

PAYMENT OPTIONS

9) Payment instructions:

a) Credit card payment

The group pricing (20% off, rounded to the nearest dollar) has been applied:

- CANB00ODM22 is charged at ~~\$479~~ \$383

Course Calendar / My Cart / Checkout / Pay Online

My Cart

My Cart - Pay Online

***** PLEASE READ *****

The course fees and applicable group pricing have been applied. Review the information below, and if you need to make changes go back to your cart.

If everything is correct, enter your credit card information and click "Pay Now".

COURSE	FEE (CAD)	QUANTITY	SUBTOTAL (CAD)
Cancer Care Basics (CANB00ODM22)	\$383.00	3	\$1,149.00
Courses: 1	Participants: 3		Total: \$1,149.00

[Your Contact Information](#)

If you opt for online credit card payment, and the payment is successful, the access codes will be displayed and emailed to the address that had been entered. Distribute the access codes to the intended participants. Step 10 shows how to use the access codes to register for a course.

Course Calendar / My Cart / Receipt

Thank you for your purchase.

[Receipt \(pdf\)](#)

Download your receipt [here](#). Please keep the receipt for your records. The information on this page will also be emailed to you. Please complete the enrollment process for each course by using the access codes provided below.

Participants must complete the enrollment process for each course by using the access codes provided below. If this purchase is for your organization, you are responsible for distributing these access codes and instructions to each participant. Spots are limited and purchase of an access code does not guarantee a spot in the course until the access code is used and the participant is confirmed as paid.

Instructions for using the access codes to enroll in a course:

1. To register for courses, you must have a de Souza account.
2. If you don't have an account, create one now. Once you have submitted the form and verified your email address your account will be approved.
3. Once you have an account, click on the course links provided below. Enter your email address and password then fill out the enrollment form. When prompted for payment, click on the "I have an access code" button and enter the matching access code. A confirmation will be displayed once you are enrolled in the course.
4. You can view videos and instructions for how to enroll on our tutorial page.
5. Please review de Souza Institute's Cancellation, Incomplete or No Show Policy and other policies.

ACCESS CODE	REGISTER FOR EACH COURSE USING THE LINKS BELOW (LOGIN REQUIRED)
4625-9f3a4	Cancer Care Basics (CANB00ODM22) Register by: June 19, 2023
4626-c9f2f	Cancer Care Basics (CANB00ODM22) Register by: June 19, 2023
4627-a3097	Cancer Care Basics (CANB00ODM22) Register by: June 19, 2023

b) Cheque payment

- i) If you opt for cheque payment, confirm the purchase by clicking Submit. An invoice will be generated, shown on-screen, and sent to the email address you had entered.

Course Calendar / My Cart / Checkout / Invoice



Invoice 345-810

***** FOR YOUR IMMEDIATE ATTENTION ***** 

Print this page and check your email.

Please make a payment by credit card or Electronic Funds Transfer (EFT). Please [contact us](#) for EFT form. Due to COVID pandemic, we prefer not to receive payment by cheque. If paying by cheque is the only option for you, please contact us at support@desouzainstitute.com. After receiving your payment, we will email you the **access codes** along with further instructions on enrolling in the courses you have selected. If we have not received your payment **prior to the earliest registration end date** listed below then the participants will not be able to enroll in the course.

For more information, see the [Cancellation, Incomplete or No Show Policy](#).

COURSE	FEE (CAD)	QUANTITY	SUBTOTAL (CAD)
Cancer Care Basics (CANB00ODM22) Registration Ends: June 19, 2023	\$383.00	3	\$ 1,149.00
Courses: 1	Participants: 3		Total: \$ 1,149.00

Your Contact Information

Name	<input type="text"/>
Position Title	<input type="text"/>
Email	<input type="text"/>
Alternate Email	<input type="text"/>
Phone	<input type="text"/>
Alternate Phone	<input type="text"/>
Organization	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>

- ii) Once the cheque is received, de Souza Institute will mark the invoice as “paid”. An email with the access codes that were purchased will be sent. Distribute the access codes to the intended participants.

USING THE ACCESS CODES TO ENROLL IN A COURSE

- 10) Intended participants need to login to **My Account** and enroll as usual in the course. At the payment options screen, click on “I have an access code” button.

My Account / Course Calendar / CANB00ODM22 / Enrollment Form / Payment

Select Payment Method

Cancer Care Basics (CANB00ODM22)

This online course will introduce health care professionals to oncology. Oncology patients receive care from all health care settings – including tertiary care centres, general hospitals, community care clinics, long term care and home care. They receive care from many health care professionals, depending on their disease, treatment and needs. Given the increasing complexity of this growing patient population, caring for people with cancer and their families involves a particular set of...
[read more]

Please note: We do not apply special pricing or refund the difference in price after you have paid for this course.

For more information, read our article on [special pricing](#) and other savings opportunities that may be available to you.

Please select a payment method:

If you have received an access code to enroll in this course from us or from your organization, please click the button below:

←

- 11) Enter the matching access code and click Submit.

My Account / Enroll in CANB00ODM22

Select Payment Method

Cancer Care Basics (CANB00ODM22)

This online course will introduce health care professionals to oncology. Oncology patients receive care from all health care settings – including tertiary care centres, general hospitals, community care clinics, long term care and home care. They receive care from many health care professionals, depending on their disease, treatment and needs. Given the increasing complexity of this growing patient population, caring for people with cancer and their families involves a particular set of...
[read more]

Please enter the access code:

←

- 12) A confirmation will be displayed once you are enrolled.

My Account / My Courses / Current Courses

Access code is valid. You are now enrolled in Cancer Care Basics (CANB00DM22).



Current Courses ²

This section lists courses that you are currently enrolled in. Here, you can view the course details, print receipts

Cancer Care Basics (CANB00DM22)
Access Until: February 10, 2023, 23:59 pm