How To Purchase an Accounts Payable Badge

Quick Guide

1. Go to https://www.wasbo.org/
   WASBO MEMBERS: Sign into your member profile
   NOT A MEMBER? Create an LMS Account here: https://www.wasbo.org/general/register_member_type.asp

2. Select "LMS" From the Menu Bar
   Go to https://www.wasbo.org/
   Select "LMS" From the Menu Bar

3. Click "Catalog" and search AP Badge

4. Select desired AP Badge and choose "Buy Now" to purchase

5. Review your cart and select "Checkout"

6. Complete order as prompted and return to your LMS Dashboard. Your purchased AP Badge(s) will be available once payment is processed by the system.

3 WAYS TO PAY

CREDIT CARD (Pay NOW): Course will appear immediately on LMS Dashboard after payment is processed.
BILL ME (Pay by CHECK): Course will appear on LMS Dashboard once check is received and processed by the WASBO Office. Keep an eye out for an email from admin@wasbo.org confirming payment.
BILL ME (Pay by CARD Later): A link to pay via card will be sent to your email. Course will appear on LMS Dashboard once payment is processed online.

YOUR ACCESS IS LIMITED

Once a course is launched, please note you have FIVE (5) days to successfully complete your Accounts Payable Badge session. Good luck!

YOUR ACCESS IS LIMITED

Once a course is launched, please note you have FIVE (5) days to successfully complete your Accounts Payable Badge session. Good luck!