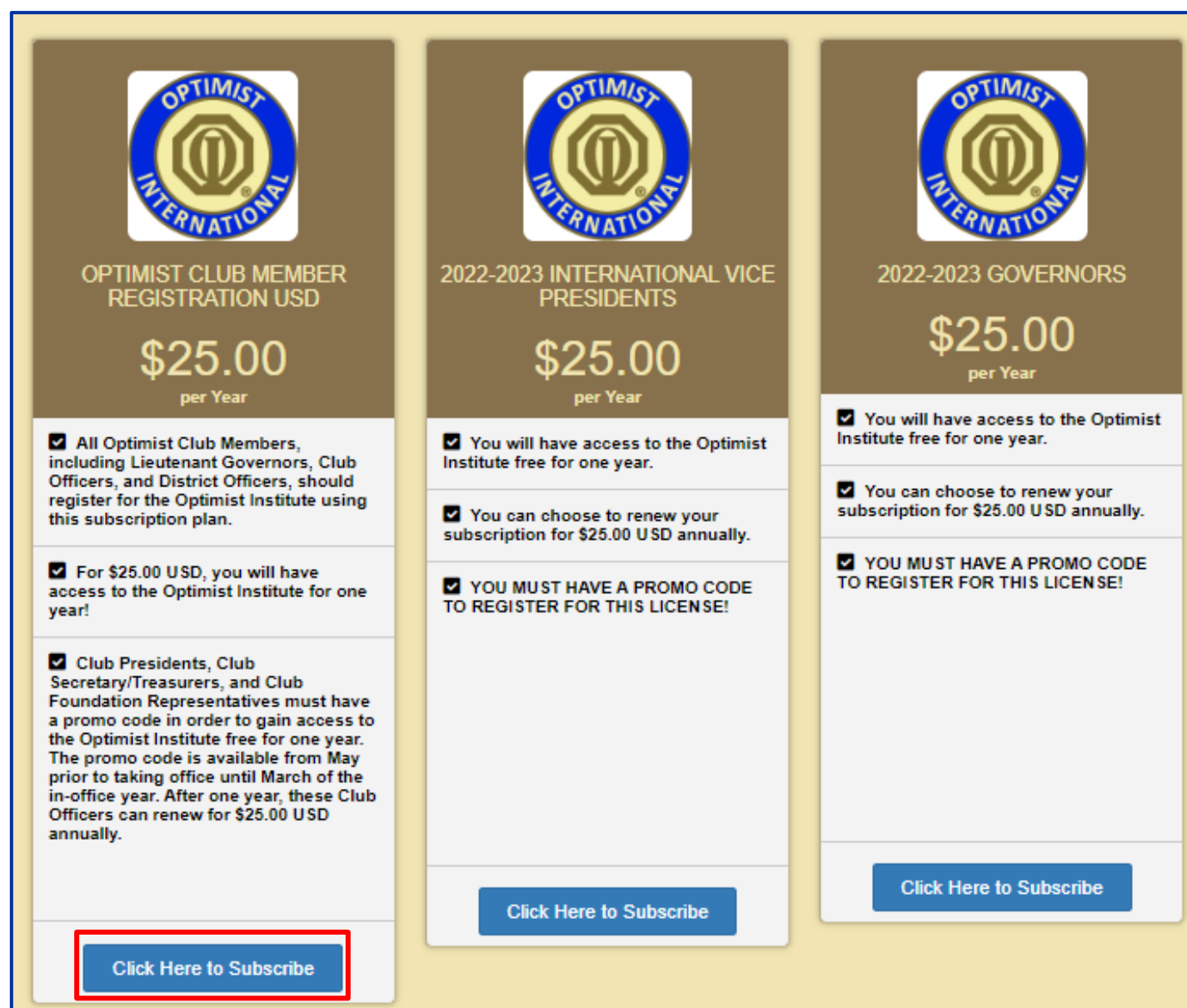


This should only be done if you have not registered for the Optimist Institute or the LMS in the past.

When you get to the Optimist Institute site (<https://optimist.tovuti.io/>), click Register (in the top right corner).



Scroll down and click the “Click Here to Subscribe” button in the section labeled Optimist Club Member Registration.



Please note: ONLY International Vice Presidents and Governors for 2022-2023 should use the button under the appropriate section for their role.

Complete the required account information. For the username, use the email address that you have associated with your account.

The screenshot shows the 'Account Information' section of the Optimist International registration form. The form includes the following fields: First Name, Last Name, Email, Username (pre-filled with 'Heather.Myers@optimist.org'), Password, Confirm Password, Address, City, State, Country (dropdown menu set to 'United States'), Postal Code, Club Number, and Member Number. Below these fields is a section titled 'Do you hold other officer positions?' with radio button options for 'Club President', 'Secretary-Treasurer', 'CFR', 'Lt. Gov', and 'No Additional positions'.

In the Payment Information Section, enter credit card information to pay the registration fee of \$25.00. Click "Click Here to Subscribe".

The screenshot shows the 'Payment Information' section of the Optimist International registration form. It includes fields for 'Initial registration' (\$ 25.00) and 'Subsequent fees' (\$ 25.00). There is a 'Promo Code' field with an 'Apply' button. A red box highlights the credit card information fields: Card Number, Expiration Date (01 / 2022), Security Code, First Name, Last Name, Address, City, State, Country (dropdown menu set to 'United States'), and Postal Code. Below the highlighted fields is a blue button labeled 'Click Here to Subscribe'. The footer of the page includes 'FAQ', 'Optimist Website', and 'Optimist International © 2022'.



Questions about creating an Optimist Institute Account?

Email: institute@optimist.org