

Frequently Asked Questions

How do I register for MAT's online courses and webinars?

All of MAT's online courses and webinars are currently housed in our custom learning management system (LMS). If you are a new student you will need to visit our LMS [here](#) to create an account. After you've created an account, you can follow the instructions on the welcome page to register for and access your courses.

The MAT course I'm trying to register for appears to be full. How can I be added to the waitlist for this course?

Email info@matteam.org to be placed on the waitlist.

Where can I login to access my courses?

You can access your account with our LMS and enter your courses at the following link: <https://matlearning.org/login/index.php>

What do I need to take a MAT course?

MAT's 4-6 week online courses require that participants have reliable Internet and email access, basic computer skills, and the ability to create MS Word documents. Check the syllabus of each course to find out if there is a required text.

Do I need to be logged in at a certain time/day to take the course?

There are no set meeting times (unless you are participating in a webinar). However, there are established schedules when the coursework is due during each week. For example, initial discussion posts may be due by Wednesday at midnight and assignments may be due by end of day Sunday. The Syllabus of each course will have more information on due dates and schedules.

Your course information includes a course or webinar fee. How can I pay my course fee?

Students will be invoiced for course fees by email during the first week of courses. Invoices will be due upon receipt and can be paid by check or credit card.

Please make checks payable to ***Association of Fish and Wildlife Agencies*** and mail to:

1100 First Street NW, Suite 825, Washington, DC 20002

Credit card payments can be made by following the link provided in email invoice.

Can I drop the course I am enrolled in?

Students may withdraw up until 48 hours before online courses and webinars begin without being invoiced for course/webinar fees. Please give at least two weeks' notice for FranklinCovey webinars.

If a student needs to cancel after the deadline they will be charged applicable fees. Email info@matteam.org if you need to drop a course.

Contacts

For course-related questions including enrollment, please contact Amanda Myers at (304) 876-7797 or amandam@matteam.org.

For questions regarding billing or payments, please contact Tim Gray at (304) 876-7988 or timg@matteam.org

For questions concerning online credit card payments *only*, please contact John Bloom at jbloom@fishwildlife.org or 202-838-3455.