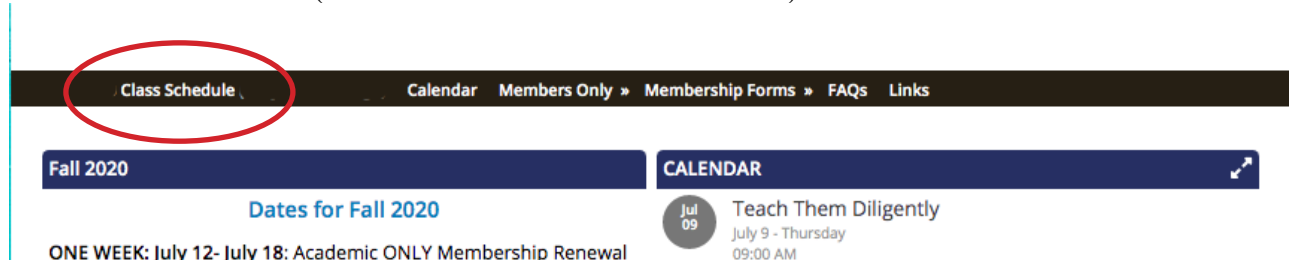


Student and Parent Registration Instructions

1. Log-in to the site with your UserName and Password
2. Click on CLASS SCHEDULE (will included current semester name)



3. You'll see the class options for all blocks. Ages under 6yo have 4 - 40 minutes classes, ages 9+ have 3 - 1 hour classes. Please choose 1 class per block, per child. So each child should have 3 or 4 classes.

Early Elementary (6-8)

| | L- B1 9:20-10:00 | L-B2 10:05-10:45 | L-B3 10:50-11:25 | L-B4 12:05-12:45 |
|-----------------------|--|---------------------------------------|--------------------------------------|---|
| Early Elem (6-8) Op 1 | B1: Sports Ed 6 y/o - 8 y/o | B2: Little House 6 y/o - 8 y/o | B3: Painting Fun 6 y/o - 8 y/o | B4: Legos 6 y/o - 8 y/o |
| Early Elem (6-8) Op 2 | B1: Its A Bug's Life 6 y/o - 8 y/o | B2: Cooking Fun 6 y/o - 8 y/o | B3: SPACE to Play 6 y/o - 8 y/o | B4: Tea Time with Beatrix Potter 6 y/o - 8 y/o |
| Early Elem (6-8) Op 3 | B1: Ballet 6 y/o - 8 y/o | B2: Hands on Science 6 y/o - 8 y/o | B3: Nature Crafting 6 y/o - 8 y/o | B4: American Girl Kit's World 6 y/o - 8 y/o |
| Early Elem (6-8) Op 4 | B1: Odd Squad in Training 6 y/o - 8 y/o | B2: Wild Kratts 6 y/o - 8 y/o | B3: Spanish 6 y/o - 8 y/o | |

Intermediate (9-11)

| | U-B1 9:20-10:20 | U-B2 10:25-11:25 | U-B3 12:05-1:05 |
|--------------------------|---|--|---|
| Intermediate (9-11) Op 1 | B1: Charlotte's Web 9 y/o - 11 y/o | B2: Guide to Elections 9 y/o - 11 y/o | B3: Apologia Astronomy (9-13) 9 y/o - 13 y/o |
| Intermediate (9-11) Op 2 | B1: Naturalist's Study of Living Things 9 y/o - 11 y/o | B2: IEW American History Theme 9 y/o - 11 y/o | B3: Builder's Challenge 9 y/o - 11 y/o |
| Intermediate (9-11) Op 3 | B1: Crafting Designs 9 y/o - 11 y/o | B2: Its A Bug Life 9 y/o - 11 y/o | B3: American Girl Kit's World 6 y/o - 11 y/o |
| Intermediate (9-11) Op 4 | B1: Archery 9 y/o - 11 y/o | B2: Art History & Technique 9 y/o - 11 y/o | B3: Multi Sport PE 9 y/o - 11 y/o |

4. Click on the Class Name to drop down the information. Simply click on the student's name you wish to register for this specific class, click REGISTER. A confirmation box will let you know you were successful. Click OK and move on to the next class. *If the child is not the correct age for the selected class, their name will appear gray.*

Your registration was successful.

OK

U-B3 12:05-1:05

B3: American Literature
14 y/o - 19 y/o

B3: Consumer Math
14 y/o - 19 y/o

B1: Chemistry Labs

Grade/Age: 14 y/o-19 y/o

Period: U-B1 9:20-10:20

Instructor: J

DESCRIPTION
The purpose of this Chemistry Lab is to gain hands on experience exploring the basic building blocks of matter. The lab is meant to complement home chemistry curriculum/learning. While there will be some demonstrations, each week the students will work in small experiments themselves. (This is not a spectator sport!) Be concepts, vocabulary, and links to online discussions will be provided.

Class Fee: \$20.10

REGISTER

Emily

Katie

* Holly

* Kevin

Not old enough for class, so box is gray

5. If you, the parent, are not teaching, you must sign up for at least 2 aide positions and a spot on either the Set-up OR Clean-Up Team. If you are teaching just one (1) class, you must sign up to aide in one (1) class. Just as you registered your student for classes, you will register yourself. Click on your name and hit Register. If your husband will be on campus, he too should register for aide spots. **If we are in need of more aides, you may be assigned an additional aide position. If too many aides are registered for a class (the class size does not warrant the number of aides registered) you may be reassigned. You WILL have at least one block off, however, you may be asked to substitute if necessary. Adults are noted with the astrick (*).*

High School (14+) Op 2

B1: Chemistry Labs
14 y/o - 19 y/o

B2: Government
14 y/o - 19 y/o

B3: Consumer Math
14 y/o - 19 y/o

B1: Chemistry Labs **REGISTER**

Grade/Age: 14 y/o-19 y/o Class Fee: \$20.10

Period: U-B1 9:20-10:20

Instructor: J

DESCRIPTION
The purpose of this Chemistry Lab is to gain hands on experience exploring the basic building blocks of matter. The lab is meant to compliment the students at home chemistry curriculum/learning. While there will be some class demonstrations, each week the students will work in small groups performing experiments themselves. (This is not a spectator sport!) Before labs, general concepts, vocabulary, and links to online discussions will be provided.

Emily
Katie
*** Holly**
* Kevin

Prior to the start of the semester, the student should be familiar with the

If you are NOT teaching, you must sign up for a position on either the Set-Up or Clean Up Team. Open the position, click your name, hit register.

Operations

| | Set Up Team | Clean Up Team |
|--------------------|-----------------|-------------------|
| Subbing | Permanent Sub | |
| Lounge Coordinator | Lounge Set-Up | Lounge Clean-Up |
| Class Room | Class Room (SU) | Class Room (CU) |
| Child Care | | Child Care (CU) |
| Bathrooms | Bathroom (SU) | Bathroom (CU) |
| Lunch Coordinator | | Lunch Coordinator |

Lunch Coordinator **REGISTER**

Period: Clean Up Team

Location: Jubilee Baptist Church

Instructors:

Duties include:

- Setting out trash bag
- Announcing clean up time (allowing 15 mins) and to move to 3rd block
- Inspect grounds for left behind items and trash
- Throw trash in dumpster

Status: Open
Min Children: 1
Max Children: 0
Children Available: 0
Max Parents: 1
Parents Available: 1

No Class Fees

Emily
Katie
* Holly
* Kevin

[View Class Roster](#)

6. Once you've registered yourself and your child(ren), click **MANAGE CLASS REGISTRATION** at the top right. You will see the list of classes for yourself and each child.

Baldwin County, AL

Fall 2020 Class Schedule (subject to change) | Calendar | Members Only » | Membership Forms » | FAQs | Links

Class Registration **Manage Class Registrations**

Infant to Preschool (0-5yo) FILTERS: [dropdown]

Manage Class Registrations

Future Classes Current Classes

Registrations:

Emily

| Class | Remove | Registration Deadline | Status |
|--------------------|--------------------------|-----------------------|-----------|
| B1: Chemistry Labs | <input type="checkbox"/> | | Signed Up |
| U-B1 9:20-10:20 | | | |
| Je | | | |

Holly

| Class | Remove | Registration Deadline | Status |
|-----------------|--------------------------|-----------------------|-----------|
| Class Room (CU) | <input type="checkbox"/> | | Signed Up |
| Clean Up Team | | | |

Total Registrations: **REMOVE**

Payment Instructions:

Please pay invoices - fees will go directly to Navigators. Navigators will distribute fees to the teachers.

VIEW STATEMENT OF ACCOUNT TO PAY

7. Select "VIEW STATEMENT OF ACCOUNT TO PAY". This will take you to accounting where you'll see the total owed. Select "PAY ALL". The PAYPAL button will turn red. Click that and pay via PayPal. Fees are paid to Navigators, we then distribute the fees to the teachers.

Accounting
Statement of Account | [Invoice & Payment Details](#)

Outstanding Balances

| Account: | Total: | Pay Now: | | |
|--------------------|-----------------|----------------------|----------------|-------------------------------|
| Navigators | \$20.10 | \$0.00 PAYPAL | | |
| Category / Invoice | Description | Due Date | Amount | Pay |
| CR | [Total Balance] | | \$20.10 | <input type="checkbox"/> 0.00 |
| | | | Pay All | <input type="checkbox"/> |

If you have any issues or problems, there will be someone available during the time of registration to assist.

Note: Leadership has the right to switch parents as needed, you will be notified if we need to make changes.