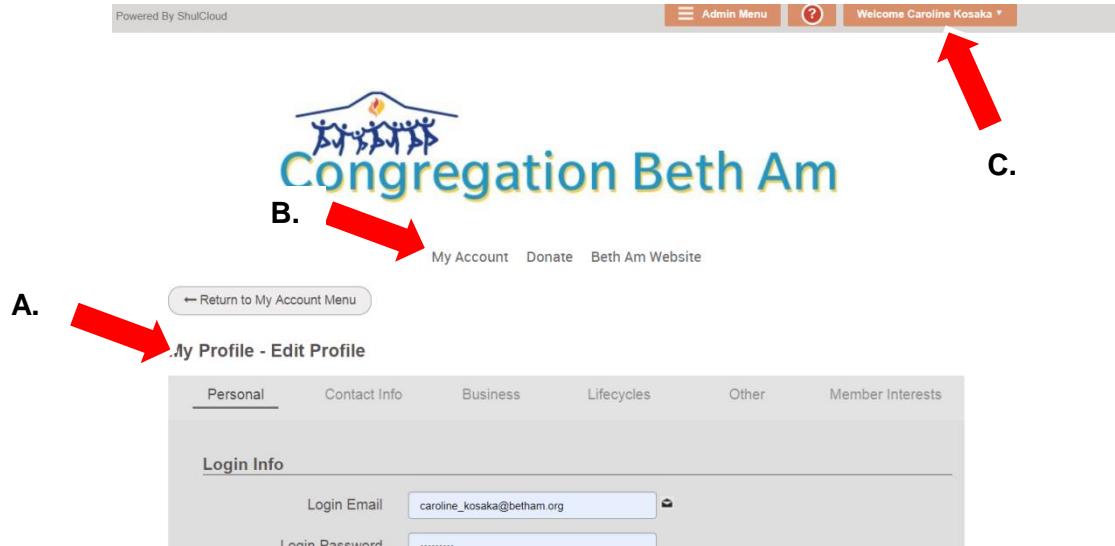


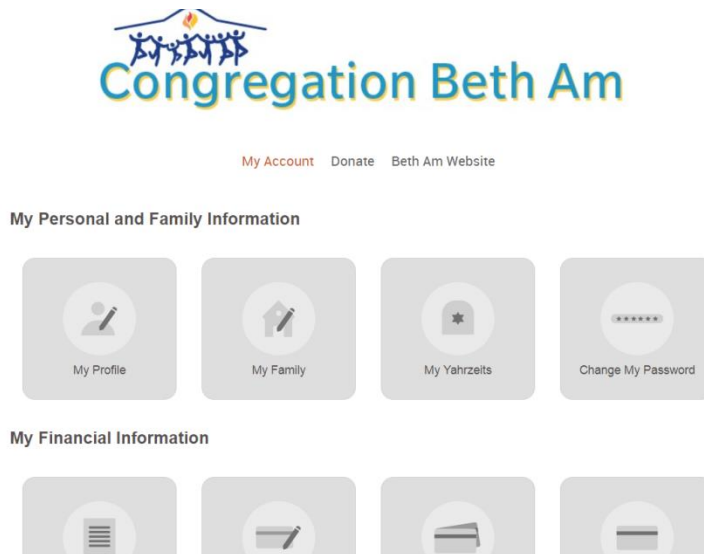
How to register your child(ren) for Beth Am Youth Education Programs for 2019-2020

Step 1. Log into your family's ShulCloud account.

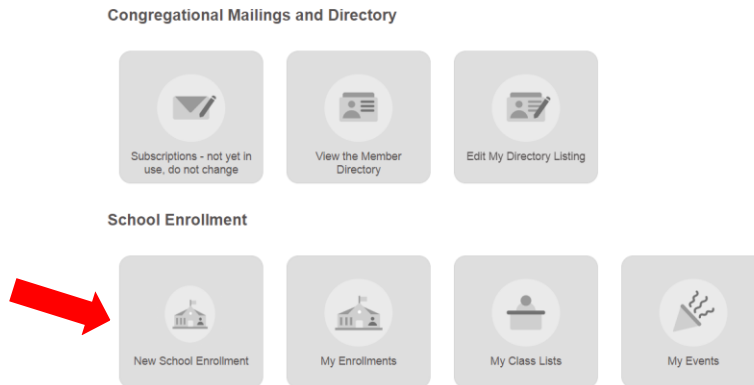


Step 2. In your ShulCloud account select either (A) “Return to My Account Menu” OR select the (B) “My Account” tab across the top of the page OR select your orange (C) “Welcome Your Name” button. (Any of these links will take you to the next step.)

Step 3. You will arrive on a page with gray tiles that you may select to see different parts of your account. The top of the page looks like this:



Step 4. Scroll down to the bottom of this page and select the “**New School Enrollment**” tile.



Step 5. The next page asks “Which family would you like to enroll?” Type your last name, select your family name when it is shown and click “**Continue**”



Step 6. You will arrive at the top of the Youth Education Enrollment form for your family. Scroll down and you will see your child(ren) listed.



Step 7. Choose your child's grade in school for fall 2019 from the drop down box. Class choices for that child will appear. Choose your child's classes. If your child is in 3rd-6th grade, **you should choose one Judaica program** (e.g. Sunday Program, Hagigah, Camp Beth Am, Lunch & Learn) **and one Hebrew program** (e.g. Hebrew class or Individual Hebrew Tutoring)

Spike Kosaka

Age: 08

Courses for Grade 03 [Change](#)

3rd Grade Hagigah

If you are registering your child for Hagigah on Wednesday afternoon, please choose Hebrew class on Sunday or individual Hebrew tutoring.

3rd Grade Hebrew Sunday (Session 2: 11:45 a.m.-1:15 p.m.)

3rd Grade Hebrew Wednesday (4:00-6:00 p.m.)

3rd Grade Sunday Program

After you choose your child(ren)'s programs, scroll down and select "**Continue.**"

Step 8. You will then begin entering the additional emergency, medical and other information in the next part of the form. Please make sure to click the "Can Pickup" Box (the blue arrow) and add a second emergency contact by clicking the + at the corner of the emergency contact (red arrow).

Family Information

Primary Parent First Name*

Kosaka

Emergency Contacts

Name	Relationship	Best number	Can Pickup
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Notes <input type="text"/>			<input type="checkbox"/>

Parent Information

Primary Parent

Secondary Parent

Step 9. Submitting your registration form: After completing the form, scroll down and select "**Continue to Deposit.**"

Deposit: \$100.00

[Save for Later](#)

[Abandon Enrollment](#)

Step 10. You will be prompted to pay the registration deposit of \$100 per child. Select “**Confirm and Continue.**”

[My Account](#) [Donate](#) [Beth Am Website](#)

Confirm Payment

[» Back to Enrollment Form](#)

Paying **\$100.00** for **5780 2019-2020 Enrollment**


Account **Your Family Account Name**

3rd Party Payer

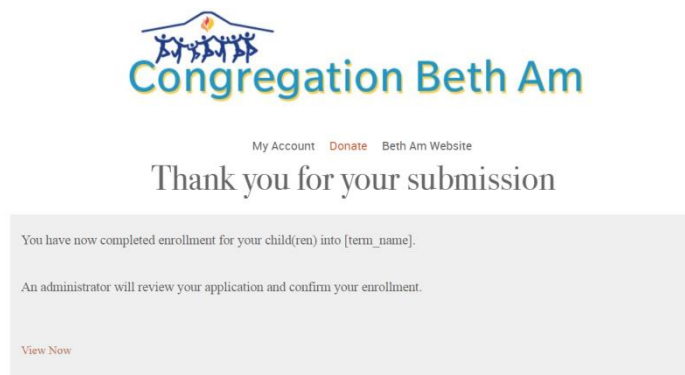
Payment Method

Convenience Fee **\$0.00** [What's this?](#)

Total **\$100.00**



Step 11. After selecting “**Confirm and Continue**” you will see the “**Thank you for your submission**” page. You will receive a “**Confirmation of Enrollment**” email from the Education office after your child’s registration has been processed and your child is enrolled in programs.



Step 12. You may check your child(ren)’s enrollment at any time by clicking on the “**My Enrollments**” tile.

