

LOGGING IN TO YOUR ONLINE ACCOUNT:

If you need to check anything in or make corrections to your Online Account, you can Log In to your account in several ways.

One- Use the Existing Customer Log In link on the Registration and Class Schedules page on our website.

Two- Use the Link, Log In, on Quick Answers to Your Questions page.

Three-Click on the Registration Link on the Registration and Class Schedules page. When the Registration Form opens, click on the **Red Already A Customer at the top of the page.**

Either way, enter the Email Address you entered on your Registration Form.

Password-Enter the password you entered on your Registration Form.

If you have Forgotten your Password, click on Forgot Password and follow the instructions.

Once you are logged in to your account there is a “I Want To” box at the top of the page. Click on the drop down list in that box and choose what you want to do. You can also use the tabs across the top of the page.

You can also see any recent Emails sent to you and your Registration in the Recent Communications box below the I Want To box and tabs.

You can update information, make corrections, add a class or go on a waiting list in your account. You CANNOT DROP a class. Email or call the Office and they will drop the class for you.