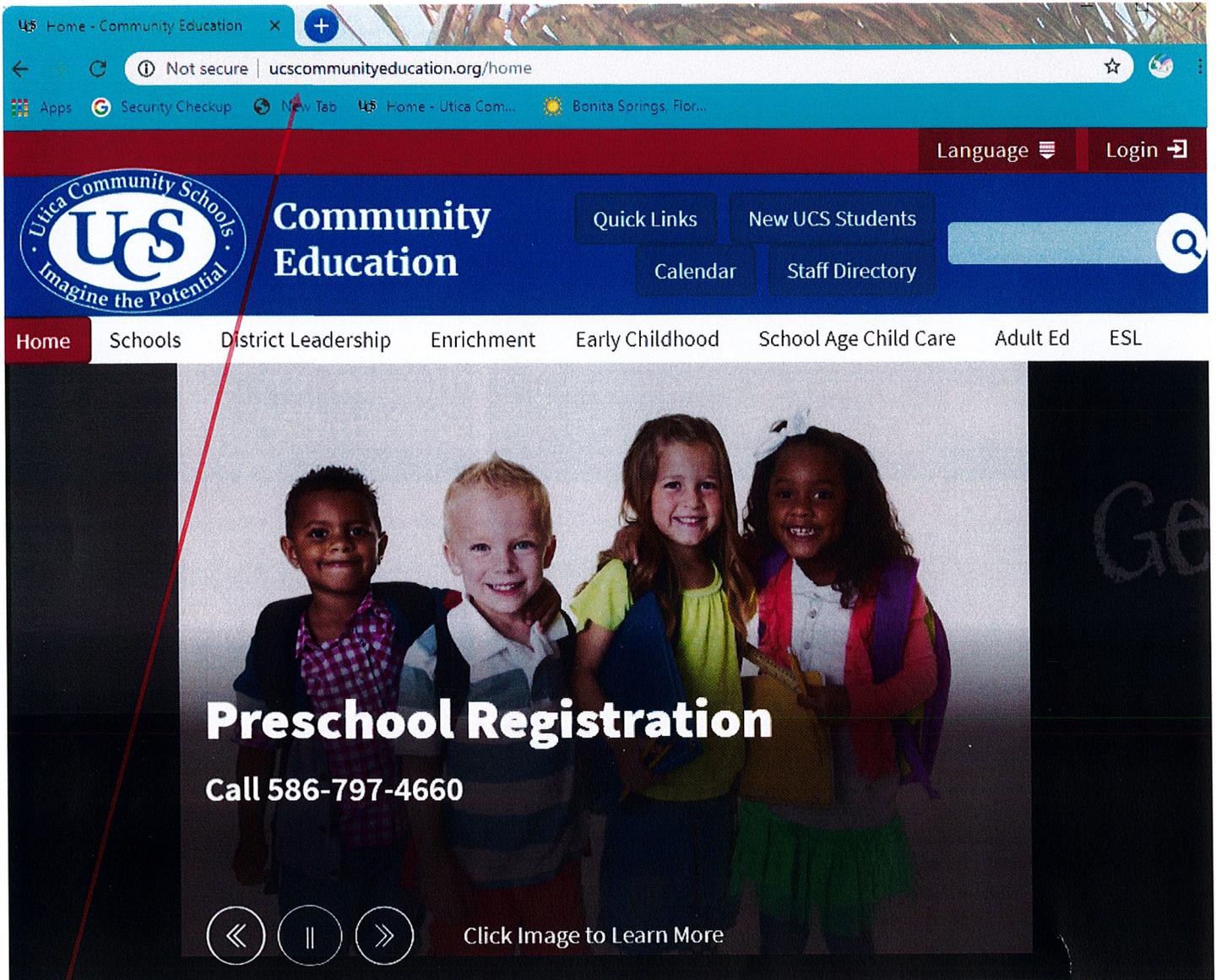


Class Trak 2.5 – Student Registration Instructions



Step 1:

Go to: ucsccommunityeducation.org

The screenshot shows the website for Ulica Community Schools. At the top left is the logo with the text "Ulica Community Schools" and "Imagine the Potential" around the "UCS" acronym. To the right of the logo is the text "Community Education". Further right are buttons for "Quick Links", "New UCS Students", "Calendar", and "Staff Directory". A search bar is on the far right. Below this is a horizontal navigation menu with items: "Home", "Schools", "District Leadership", "Enrichment" (highlighted in red), "Early Childhood", "School Age Child Care", "Adult Ed", and "ESL".

Below the navigation menu is a dark blue section with several links: "NEW! Online Courses", "View More Classes or Register Now", "Brochure", "Contact Us", "Enrichment" (highlighted in blue), and "AP Exam Registration". To the right of these links is a circular image of a group of people sitting in a circle, possibly in a classroom or community setting.

Below this is a large banner with a dark background and white text. The text reads: "Earn a high school diploma, prepare for the HSE (GED, HiSet, TASC)" and "Learn workplace and life skills. Register Now!". Below the text are three circular navigation icons (left arrow, pause, right arrow) and the text "Click Image to Learn More".

At the bottom of the page is a dark blue footer with icons and text for "News", "Our Programs", and "Our Community".

Step 2:

Hover cursor over "Enrichment" tab

Step 3:

Click on "AP Exam Registration"

digitalsignup.com/Program_Detail.aspx?Code=YqOwD293kp%2bmXbSY9HN15sZ0ZkXu6v35cL9fNB0WfaxccHVHRS49DEU...

Apps Security Checkup New Tab Home - Utica Com... Bonita Springs Flor...

Utica Community Schools
Imagine the Potential

Community Education

Follow us

Home Class Catalog

Log In
My Account
Search

Programs

- > Adult Ed & ESL
- > **AP Exam Registration**
 - ▶ Eisenhower AP Exam
 - ▶ Ford AP Exam
 - ▶ Stevenson AP Exam
 - ▶ Utica High AP Exam
- > Enrichment - Adult
- > Enrichment - Youth & Teen

> Home > Programs > AP Exam Registration

AP Exam Registration

under AP Exam Registration

- [Eisenhower AP Exam \(22 \)](#)
- [Ford AP Exam \(22 \)](#)
- [Stevenson AP Exam \(22 \)](#)
- [Utica High AP Exam \(22 \)](#)
- All under AP Exam Registration

88 Classes, 3 Page(s)

Class ID	Class Name
9000	AP 2D Art & Design - Eisenhower
9001	AP 3D Art & Design - Eisenhower
9002	AP Art History - Eisenhower
9003	AP Biology - Eisenhower
9004	AP Calculus AB - Eisenhower
9005	AP Calculus BC - Eisenhower
9006	AP Chemistry - Eisenhower
9007	AP Chinese Language & Culture - Eisenhower
9008	AP Comparative Gov & Politics - Eisenhower
9009	AP Computer Science A - Eisenhower
9010	AP Computer Science Principles - Eisenhower
9011	AP English Language & Comp. - Eisenhower

Step 4:

Click on highschool

Step 5:

Click on AP Class you would like to register the AP exam for.

Home Class Catalog

Log In
My Account
Search

Programs

- Adult Ed & ESL
- AP Exam Registration
 - Eisenhower AP Exam
 - Ford AP Exam
 - Stevenson AP Exam
 - Utica High AP Exam
- Enrichment - Adult
- Enrichment - Youth & Teen

> Home > Programs > AP Exam Registration > Eisenhower AP Exam > AP 2D Art & Design - Eisenhower

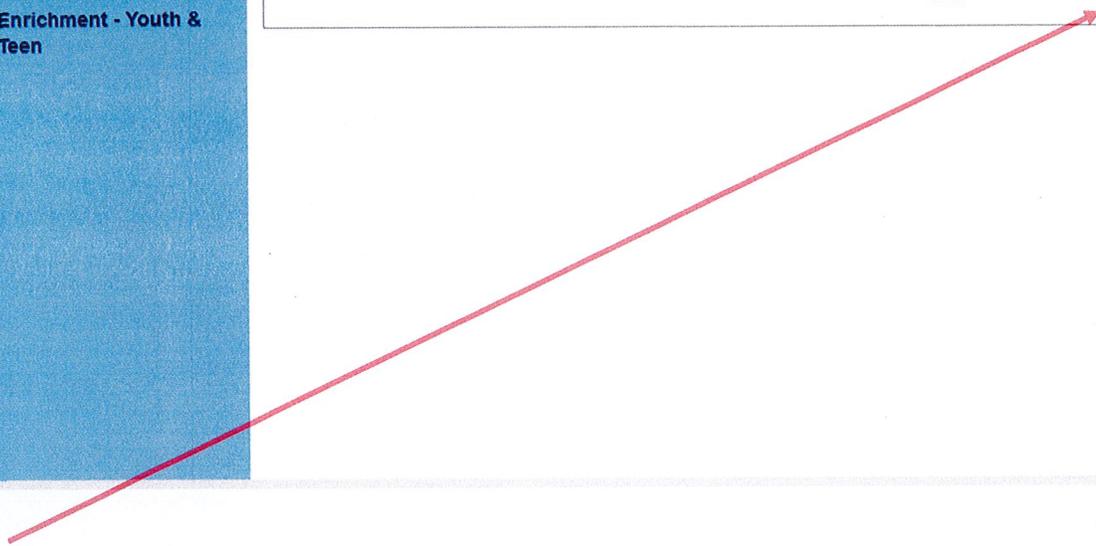
AP 2D Art & Design - Eisenhower [Back to Class Listing](#)

Class ID : 9000

Available Sessions

1 Session, 1 Page(s)

Session	Date & Time	Fees	Location	Status
9000-EHS20	5/8/2020 to 5/8/2020 8:00 AM to 12:00 PM	Fees	Eisenhower (Ike) High School Schedules Address Map	100 seat(s) available. Register



Step 6:

Click on "Register"

Home Class Catalog

Log In

My Account

Search

Programs

- > Adult Ed & ESL
- > AP Exam Registration
- > Enrichment - Adult
- > Enrichment - Youth & Teen

> Home > Login

Login

Email

Password [Forgot your Password?](#)

→

If this is the first time you are visiting this site, please [click here to Sign up](#)

Step 7:

If you are creating a new account, choose on “click her to Sign up”

or

If you have an existing account, choose “Login”

Select Participants

digitalsignup.com/Registration/RegisterStudent.aspx?calTyp=&careTyp=&ClassId=yAK4vYrWH5zHzcKSvTqUoztmDnzyz...

U.S. Community Schools
Imagine the Potential

Community Education

Home | Class Catalog

Log Out
My Account
Search

Programs

- Adult Ed & ESL
- AP Exam Registration
- Enrichment - Adult
- Enrichment - Youth & Teen

> Home > Programs > AP Exam Registration > Eisenhower AP Exam > AP 2D Art & Design - Eisenhower > Select Participant

Select Participants

Select Participants | Select Fee | Additional Info | Review | Payment | Complete

Selected Class

Session ID : 9000-EHS20
Class ID : 9000
Class Name : AP 2D Art & Design - Eisenhower

Session Details

Timing : 5/8/2020 to 5/8/2020 8:00 AM to 12:00 PM
Location : Eisenhower (Ike) High School
[Schedules](#)
[Directions](#)

2 Member(s), 1 Page(s)

Select family members that will participate [Add New Family Member](#)

<input type="checkbox"/>	Cantio, Adrienne*
<input checked="" type="checkbox"/>	Cantio, Evan

[Continue Registration](#)

Step 8:

Choose the student you are enrolling

Step 9:

Continue Registration

Home Class Catalog 

Log Out
My Account
Search

Programs

- > Adult Ed & ESL
- > AP Exam Registration
- > Enrichment - Adult
- > Enrichment - Youth & Teen

> Home > Programs > AP Exam Registration > Eisenhower AP Exam > AP 2D Art & Design - Eisenhower > Select Participant > Select Fee

Select Fees

Select Participants Select Fee Additional Info Review Payment Complete

Selected Class

Session ID : 9000-EHS20
Class ID : 9000
Class Name : AP 2D Art & Design - Eisenhower

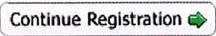
Session Details

Timing : 5/8/2020 to 5/8/2020 8:00 AM to 12:00 PM
Location : Eisenhower (Ike) High School
[Schedules](#)
[Directions](#)

1 Member, 1 Page(s)

Select Fee for the Participants [Add/Remove Participants](#)

Cantio, Evan	<input type="radio"/> Deposit - \$40.00 <input type="radio"/> Free/Reduced Lunch (Test + Reg. Fee) - \$57.00 <input type="radio"/> AP Test Cost (Test + Reg. Fee) - \$98.00
--------------	---

Continue Registration 

Step 10:

Select the type of fee you will be paying for.

Step 11:

Continue Registration

Home Class Catalog 

Log Out
My Account
Search

Programs ^

- > Adult Ed & ESL
- > AP Exam Registration
- > Enrichment - Adult
- > Enrichment - Youth & Teen

Additional Required Information

Select Participants Select Fee Additional Info Review Payment Complete

Additional Required Information

Class Name : AP 2D Art & Design - Eisenhower

Please select/enter additional information required for the selected class.

Cantio, Evan

* **Class Hour**

* **AP Instructor Name (Last Name, First Name)**
 (8 characters left.)

* **Are you receiving Free/Reduced Lunch?**

* **By selecting the deposit fee, I understand the balance of test fee is due by 3/13/2020**

<- Select ->
 Yes, I understand the balance is due by 3/13/2020
 No, I am choosing to pay the test fee in full now

Step 12:

Select/Enter all additional required information.

- o Select "Class Hour"
- o Enter "AP Instructor Name (Last Name, First Name)"
- o Answer if Student receives Free/Reduced Lunch.
- o Select either: Yes, I understand the balance is due by 3/13/2020
or
No, I am choosing to pay the test fee in full now.

Then click "Continue Registration"

Home Class Catalog 

Log Out
My Account
Search

Programs 

- > Adult Ed & ESL
- > AP Exam Registration
- > Enrichment - Adult
- > Enrichment - Youth & Teen

Registration Review

Select Participants Select Fee Additional Info Review Payment Complete

You have 1 Class in your Shopping Cart

 To remove the Class from Shopping Cart, select the Remove this Session from Cart link.
The Class you have selected for Registration will not be confirmed until the payment is complete.

Class Information	Fee Information
<p>Cantio, Evan 9000-EHS20 AP 2D Art & Design - Eisenhower Location: Eisenhower (Ike) High School 5/8/2020 to 5/8/2020 8:00 AM to 12:00 PM Session Schedule Class Requirement: N/A</p>	<p>Fees : \$40.00 </p>
<p>Note/Comments : <input style="width: 100%; height: 20px;" type="text"/></p>	<p> View/Edit Additional Information  Add another Participant to this Session  Remove this Session from Cart</p>

Registration is now open for FALL classes!

Please apply the promotion code only after reviewing and finalizing the items in the shopping cart. Any change to the shopping cart after that will clear the promotion and you will need to apply it again.

Total Amount : \$40.00

Promotion Code: Apply 

 Add Another Class
 Continue Registration

Step 13:

You can either "Add Another Class"

or

"Continue Registration" to complete the transaction.

Home Class Catalog 

Log Out
My Account
Search

Programs
 > Adult Ed & ESL
 > AP Exam Registration
 > Enrichment - Adult
 > Enrichment - Youth & Teen

Payment Details

Select Participants Select Fee Additional Info Review **Payment** Complete

1 Your registration is not complete until you fill out the credit card information and click on the Make Payment button.

Payment Information * Indicates Required Field

Total Payable \$40.00

* Card Holder Name (Enter name exactly as it appears on the card)

* Card Number *CVV#

* Type <--Select-->

* Expiration Sep(09) 2019






Billing Address

* Address Line 1 1019 Pointe Place Blvd

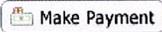
Address Line 2

* City Rochester

* Country USA

* State Michigan

* Zip 48307-____

 Make Payment

To prevent multiple charges to your credit card/account, please click the button only once

Step 14:

Enter credit card information and “Make Payment”

After payment has been complete, the parent/student will receive an email confirmation/receipt.