# How to Register Online for Religious Education Classes

This topic shows you how to register online for religious education classes offered by your church. Note that the system does its best to accommodate your requests; however, it cannot guarantee placement.
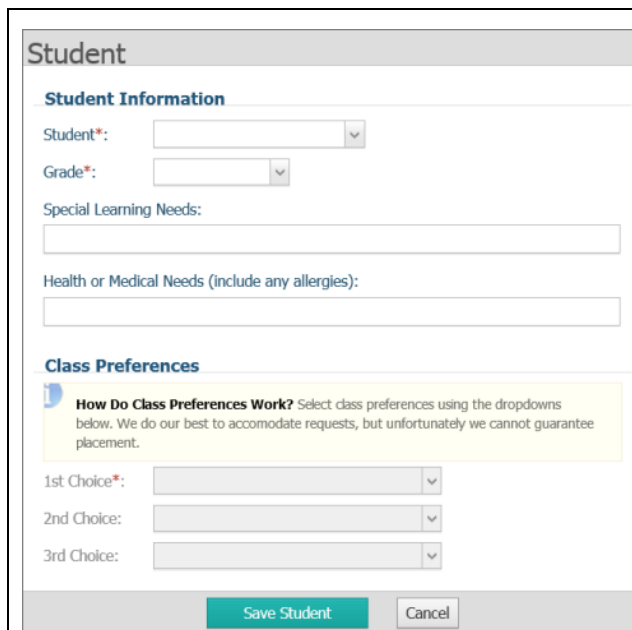
1. Select the Family Education tab.

Home	My Family	**Family Education**	My Offering
Online Registration			

2. Click `Online Registration` to display the **Online Registration** page.

3. Review your personal information. If you need to update your family record, click the **Update Family Record** link to open your family record and make the necessary changes. When done, click `Close` to return to the **Online Registration** page.

4. From the **Term** list, select the term you are enrolling your student in.

5. Click `+ Add Student` to open the **Student** registration form:

Student **Student Information** Student*: [ ] Grade*: [ ] Special Learning Needs: [ ] Health or Medical Needs (include any allergies): [ ] **Class Preferences** **How Do Class Preferences Work?** Select class preferences using the dropdowns below. We do our best to accomodate requests, but unfortunately we cannot guarantee placement. 1st Choice*: [ ] 2nd Choice: [ ] 3rd Choice: [ ] [Save Student] [Cancel]	To register your student, complete the following: Select the student you are registering and the student's grade level. a. If your student has any special learning or health-related needs, specify those needs in the respective fields. b. The system lets you select preferences for classes in any open term that match your student's grade level. Under **Class Preferences**, select your first preference (required). If desired, select your second and third choice preferences. c. Click `Save Student` to submit your registration. The system sends you a confirmation e-mail acknowledging receipt of the form. The e-mail also includes a list of your selected class preferences.

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