

## AfterSchool Registration Steps

- o It is a contracted program for the school year. Parents can choose which option best suits their needs for the year (3 Day Contract) or (5 Day Contract). The fees associated with the chosen contract will be charged each week no matter how many days the child attends. This is the same as our afterschool program from last year.
- o We prefer everyone register online this year to be sure questions are answered thoroughly so we have accurate information for your child for the school year.
- o You can register by clicking:
- o **Just a heads up: If you are enrolling siblings, you will need to do each of the steps for EACH child.**
  - Ferdinand Elem.: [https://operations.daxko.com/Programs/Redirector.aspx?program\\_id=11824&cid=5211](https://operations.daxko.com/Programs/Redirector.aspx?program_id=11824&cid=5211)
  - Pine Ridge Elem: [https://operations.daxko.com/Programs/Redirector.aspx?program\\_id=11869&cid=5211](https://operations.daxko.com/Programs/Redirector.aspx?program_id=11869&cid=5211)
  - Jasper Elem: [https://operations.daxko.com/Programs/Redirector.aspx?program\\_id=11840&cid=5211](https://operations.daxko.com/Programs/Redirector.aspx?program_id=11840&cid=5211)
  - Holy Trinity: [https://operations.daxko.com/Programs/Redirector.aspx?program\\_id=11839&cid=5211](https://operations.daxko.com/Programs/Redirector.aspx?program_id=11839&cid=5211)
  - Dubois Elem: [https://operations.daxko.com/Programs/Redirector.aspx?program\\_id=11823&cid=5211](https://operations.daxko.com/Programs/Redirector.aspx?program_id=11823&cid=5211)
- o The options for each site will display accordingly.
- o Click on the contract option that pertains to your family
- o Click Register
- o Sign in to your Daxko Account
- o Select the child you want to enroll
- o All of the dates will be selected for the program automatically so just click Next
- o Click next
- o On the Authorized Pickups list for your child, please list the people who are allowed to pick up your child from our program. Click on Add Authorized Pickup for each adult that you need to add to your child's account. When finished, click on Continue.
- o Answer the Afterschool Program Questions for your child. Click Next when finished.
- o Read the Code of Conduct and the Payment Contract. Click Accept and Sign. Sign your name and click I agree.
- o It will show you a list of your charges for the program including the registration fee.
- o The Registration Fee is \$30.00 for one child or \$50.00 for a family.
  - If you are registering two kids, you will use the following promo codes for the second child to adjust the registration fee from a total of \$60.00 to a total of \$50.00.
    - o **Ferdinand Elem:** You can use **Promo Code: ASF**
    - o **Pine Ridge Elem:** You can use **Promo Code: ASPR**
    - o **Jasper Elem:** You can use **Promo Code: ASJE**
    - o **Holy Trinity:** You can use **Promo Code: ASHT**
    - o **Dubois Elem:** You can use **Promo Code: ASDE**
  - If you are registering 3 kids, you can use the following promo codes for the second and third child to adjust the fee to \$10.00 for the second and third child.
    - o **Ferdinand Elem:** You can use **Promo Code: ASF3**
    - o **Pine Ridge Elem:** You can use **Promo Code: ASPR3**
    - o **Jasper Elem:** You can use **Promo Code: ASJE3**
    - o **Holy Trinity:** You can use **Promo Code: ASHT3**
    - o **Dubois Elem:** You can use **Promo Code: ASDE3**
- o Click Next
- o It will take you to the Payment screen. Enter your payment information and click Pay. At this time, you are just paying for the Registration Fee under the Payment Method. You can either choose a card that we have on file or enter a new credit/debit card or savings/checking account. You will need to click on Pay to fully complete the enrollment.
- o It will provide you a receipt for your payment.