

INSTRUCTIONS FOR ONLINE REGISTRATION FOR CLASSES:

1. Login to our website, www.thursdayconnection.org (You must be a member with an account to register.)
2. Click on the menu option "Registrations/Class Schedules" then go to the appropriate table (Classes, Music Lessons, Online, Lunch/Break Rm/Big Kid Rm/Library).
3. To enroll in a class: Find the class you want to register for each child. Click on the class, select the child or children you wish to enroll. Click the "Register" button. The message that follows will tell you if your student is enrolled or on the waiting list.
4. To drop a class: Click on the menu option "Registrations/Class Schedules/My Class Summary". Click on the "Future Classes" tab. Click on the "Remove" box for every class you wish to drop. CAUTION: Once a class is dropped, there is NO GUARANTEE you can re-enroll. Click on the "Remove" button at the bottom of the page.
5. Please email Jen Bullard at jen.bullard@thursdayconnection.org if you have any problems or questions, and also when you have completed your registration (before you pay). We'd like to check things over first...it's easier to correct errors in scheduling than to issue refunds (though we can do that too)!

A few notes about class scheduling:

- Students can register for as many or as few classes as you'd like.
- Students may not have blocks of unassigned time in the middle of the day. They must either sign up for a class, lunch, break room, or leave campus with you.
- All students are allowed to sign up for one half hour lunch period and one break room period at no charge. The only restriction is that you cannot sign up for the break-room during the hours from 11:00 AM-1:30 PM since the lunchroom is the break room, and we are trying to avoid overcrowding.

Available lunch periods (usual age groups):

11:00-11:30 AM: Elementary (K-6) 12:00-12:30 PM: Middle School (5-8)

1:00-1:30 PM: High School (9-12)

- Details on buying lunches, etc will be covered in the orientation meeting
- PAYMENT INFORMATION: Login to your account, click "Balance" on the top menu to pay or see what you owe.

Registration fees: \$85 per family per semester.

Registration Fee, \$10 per student per year insurance fee, \$5 per family lifetime parking fee (new families only) (nonrefundable) - DUE May 1, 2022 for current families and May 6th, 2022 for new families

First month's tuition and materials fees (nonrefundable) - DUE May 1, 2022 for current families and May 6th, 2022 for new families

The library is not available as a study hall between the hours of 11:00 AM-1:30 PM. This space is reserved for students whose parents are working or students who are taking private guitar lessons that may need a half hour spot. We will be offering a paid study hall from 11-12. The cost of study hall is \$50 per semester. Students K-2 may sign up for the Big Kid Room during this time.