

## REGISTER FOR COMMUNITY EDUCATION PARENTING CLASSES AND PAY CHILDREN'S SEMESTER TUITION FEES

Go to [www.mjc4life.org](http://www.mjc4life.org)

On left hand side click on "sign-in"

- If you have not registered (or been registered by the Community Education office) you must click on "create a new student profile".
- If you have registered with Community Education – enter your user name and password (hint – if in the past Community Education staff have registered you – then usually the user name is your first and last name – no space with the first letter of each a capital – i.e. JaneDoe).
  - If Community Education staff registered you then your password would be your 8-digit date of birth, for example 01151950)
- Once you are logged in – select your class – click on "search" on left side, in the 4<sup>th</sup> field down type in a word that is in the title of the class, in this case Early Care, and the classes available for the upcoming semester will show up.
- Select which class reflects your registration needs (Preschool or Toddler parenting class with one child, parenting class with two children), click on "add to cart" on the bottom right hand side of the course and then "check-out"
- The Community Education office has implemented a fee of \$5.00 when payments are made in the office.

If you are not able to register or can't get logged in call the Community Education office (575-6063) and they can either give you your password hint – user name – or reset your password.