

Fill in required fields about the child with correct information. You will repeat this process for each child you are pre-registering.

9 Note that you may upload a copy of your child's **birth certificate**. If you do not, you must deliver a copy as proof of age to each school/program for which you pre-register. When fields are complete, click **Next**.

After you have entered information for each child you are pre-registering, you will be asked to carefully review what you have entered, and will be given the opportunity to edit and correct any mistakes. **Please ensure that names and addresses have been entered correctly.**

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Click the **Select** button at the bottom of the screen to begin selecting the schools/programs for which you wish to pre-register.

Carefully read the **directions** provided for selecting schools/programs.

L1 Select one or more **counties** from the green drop-down menu at the top left of the screen, then scroll down to view the list of schools/programs available in the county or counties you selected.

Note that the **program type** and **address** of each school/program is provided.

Click the **Register Now** button beside each school/program you are interested in having your child attend. **Note: If registering for a public school, verify with the school system that your residence meets its zoning requirements before selecting that location.**

L2 After each selection, you will have the opportunity to continue **selecting schools/programs** or to check out. After all desired programs have been selected, click the button to proceed to Checkout.

On the **Pre-Registration Summary** page, read the information provided and make corrections as needed.

L3 Then click the **Continue Checkout** button at the bottom of the page.

If you wish, click the **Print Confirmation** button to keep a record of your pre-registrations.

L4 To **finalize** your pre-registration, you must click the **Log Out** button at the bottom of the confirmation page. Once this is done, you will receive an **email confirmation** of your pre-registration.

What happens next?

All First Class Pre-K programs will hold their random drawings between the dates of **March 1st and 31st**. Programs will draw names to fill their available positions, then continue drawing names to determine the order of names to go on the waiting list.

L5 During the **week of April 16th**, families will receive **emails** notifying them of their child's **pending** (selected for an available position) or **waitlisted** status for each program they selected. This notice will go to the email address provided at pre-registration. For each program in which the child was chosen for an available position, the parent/guardian should contact the director of the program to accept or decline the position.



We appreciate your interest in having your child participate in Alabama's nationally recognized First Class Pre-K Program!