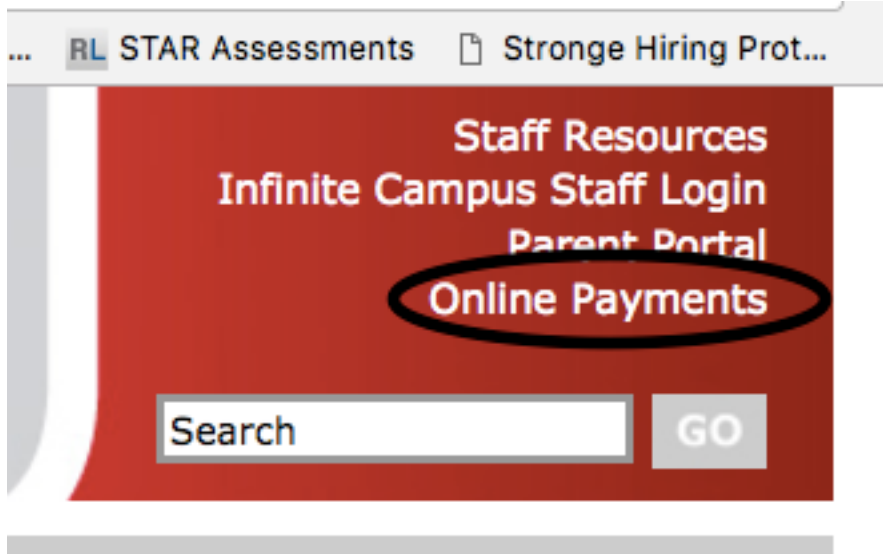


Directions to register for summer school courses
Neenah Joint School District
Summer 2017

Online registration for elementary enrichment courses and all middle school courses will open on Monday, February 6, 2017. Please follow these directions to access the registration portal.

- 1 Start at Neenah Joint School District web page: <http://www.neenah.k12.wi.us/>
- 2 Select Online Payments in the upper right hand corner.



- 3 Select the Summer School icon in the bottom row.

Welcome to the Neenah Joint School District Web Store!



Student Fees



Lunch Fees



Donations



Employee/Retiree
Payments



Driver's Education



Summer School



Swimming Lessons

- 4 Select Elementary and Middle School Enrichment.

PROGRAMS

Summer School Registration for 2017 will be open soon.

Elementary Enrichment registration begins Monday, February 6th

Middle School Academy and Enrichment begins Monday, February 6th

High School Original Credit and Enrichment begins Wednesday, February 1st

Summer School

- Elementary and Middle School Enrichment (1)
- High School Enrichment (11)
- High School Original Credit Courses (15)

- 5 From the menu of courses, select the course name or session for which you wish to register. Registration opens on February 6, 2017. Select the active link to register for the course:

[CLICK HERE to Register for this Class](#)

- 6 You will now be taken to a page that allows you to create a new account or use an email address and password to log into a current account.
- 7 Select your participant (person attending the course) if they are currently set up in your account or add a new participant (person attending the course) by clicking the ADD PARTICIPANT button. The participant is the person attending the course.
- 8 Answer all required fields before either selecting Check Out (if you are finished registering for courses) or Continue Shopping (if you want to continue registering for other courses) at the bottom of the registration page.
 - a. No fees are charged for summer school classes, but you must complete the checkout process

- b. When in the continue shopping process, you may choose to check out by selecting the Go To Check Out button or selecting the Shopping Cart which is found on the left side of your screen in the Navigation Bar.
- 9 At the Shopping card you will need to verify all billing information for accuracy. The last verification will be selecting "Complete Order".
- 10 A printable Receipt will appear and you will receive one in your email.
- 11 At the bottom of the receipt, select Logout.