

## Already Have a Procare Account?

If you previously created a Procare account for the On-Site Support Services Program, After Care or Pre-Kindergarten, please follow the instructions below to register KG - 6th grade students for the Extended Wildcat Hours Program.

- Go to the Parent Portal at myprocare.com
- Enter the email address used to create the family account and password
- On the main Account page, in the **Alerts** notification box, it will say *Registrations are Available*. Please click **View** to see the available programs.
- Select Begin Re-Registration
- Click on the child you would like to register then click Select Programs
- Select 2023-2024 Extended Wildcat Hours by selecting Register on the right side
  Pre-Kindergarten students do not need to be enrolled in the Extended
  Wildcat Hours Program as it is already included with the program
- Select Review Child Information
- Once the information has been reviewed and the grade level added for the school year, select **Continue**
- If there are multiple children listed on the account, it will ask if you would like to enroll the other children.
- Complete the above steps for each student you would like to enroll
- Once all students and the appropriate programs are selected, select Continue
- Review the Program Registration for the students then select Continue

C Submit for Processing	Ourrent Charges
Account Questions	Test Student Distance Learning On-Site \$0.0 Distance Learning On-Site
I understand that I tell anexis to provide a burch from home or order school meaks in advance within the Food Services Department.	Total Charged Today: \$8.0
ACCOUNT INFO >	_
Account Information	
(3) Submit	

- Answer the Account Application Questions associated with this program and select the blue **Account Info** button to proceed to the next section
- Please verify the Account Information and select Submit
- Select the green **Submit** button to complete and submit the program application
- Please note: There is no Registration Fee for the Extended Wildcat Hours program; therefore, you will see \$0.00 listed and no charges will be made at this time.
- Once the application is submitted, a Registration Confirmation Page will appear and can be printed by selecting the Print Icon in the upper right hand corner. This registration summary will also be sent to the account email.

	1				
		Thank you for r	egistering!		
Thank you for s information.	ubmitting your registration to H	koah Webster Schools-Mesa	through MyProcare. Her	re is a summary of your reg	istration
if you have any	questions, please contact Noah	webster Schools-Mesa at (4	80) 996-2335.		
Program Infor	mation				
child	Program	Days	Times	Re-Registration Fee	Status
Test Student	Distance Learning: On Site	Mon Tue Wed Thu Pri	8:30 AM - 3:00 PM	None	Submitted*
• Your registration h	as been submitted for processing				
Child Informat					
Child Informat	ion Test Student				
Child Informat	Test Student				
Child Informat	Test Student Relationships: Name	Relationship	A Lives with	© Imergency	a Pickup
Child Informat	Test Student Relationships: Name	Relationship Mom	A Lives with	O Emergency	Rickup
Child Informat	Test Student Relationships: Name	Morn			
Child Informat	Test Student h Rolationships: Name 1 Test Parent Question Respons Question	Morn	5	2	
Child Informat	Test Student h Relationships: Name Test Parent Question Respons Question Please Select the Stud	Mom Mor	5	2	Response

Date	Child	Program	Days	Times	Status
8/5/2020	Kiddi Smith	Distance Learning: On-Site Distance Learning: Onsite	Mon Tue Wed Thu Fri	8:30 AM - 3:00 P	Pending
					Status

- The program enrollment application will be sent to the Billing Department for review
- You will receive an email from Billing@noahwebster.org regarding acceptance into the program
- Prior to approval, the status under the Registration History will say *Pending* and will change to *Approved* if accepted
- Extended Wildcat Hour charges will be billed to this account email on a weekly basis, once each week is complete
- Due to limited seats available, lack of weekly payment will result in removal of the student(s) from the program



