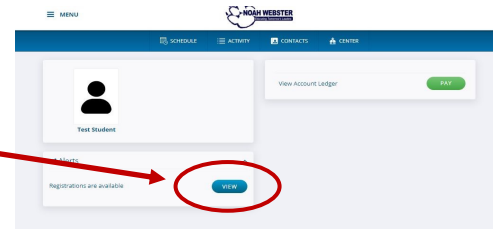


Already Have a Procare Account?

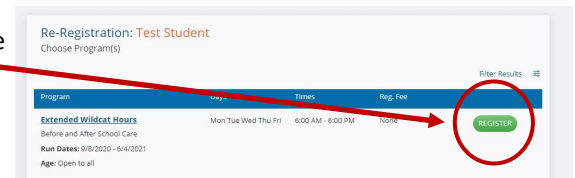
If you previously created a Procare account for the On-Site Support Services Program, After Care or Pre-Kindergarten, please follow the instructions below to register KG - 6th grade students for the Extended Wildcat Hours Program.

- Go to the Parent Portal at myprocare.com
- Enter the email address used to create the family account and password

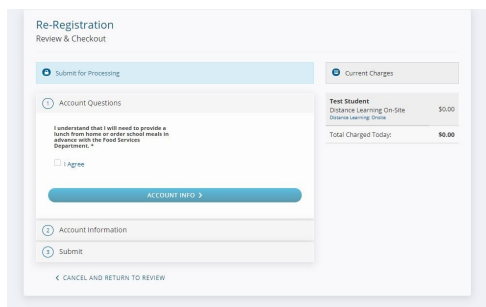
- On the main Account page, in the **Alerts** notification box, it will say *Registrations are Available*. Please click **View** to see the available programs.
- Select **Begin Re-Registration**
- Click on the child you would like to register then click **Select Programs**



- Select **2021-2022 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

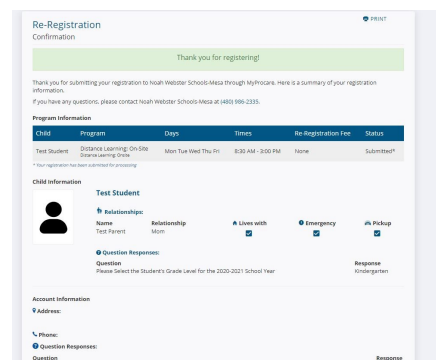


- Select **Review Child Information**
- Once the information has been reviewed and the grade level added for the school year, select **Continue**
- If there are multiple children listed on the account, it will ask if you would like to enroll the other children.
- Complete the above steps for each student 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**



- 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.



- 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**

