

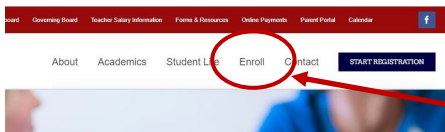


Noah Webster Schools

Extended Wildcat Hours Enrollment Information 2025 - 2026

Registration is now open for Extended Wildcat Hours for the 2025-2026 school year and the program will begin on Thursday, July 31, 2025. Noah Webster Schools utilizes an electronic sign in/out system for Extended Wildcat Hours. Extended Wildcat Hours is available to enrolled NWS students.

The number of participants will be limited. **Students MUST be enrolled in the Extended Wildcat Hours program through our ONLINE system to attend. This account is required to sign in and out.** Please follow the steps below to complete the online program registration. **Please Note: Only a parent/legal guardian can complete the online registration and the individual creating the account will be responsible for any invoices and student(s) listed.** Per NWS policy, all past due invoices with Noah Webster Schools must be PAID IN FULL to be eligible to participate in the program. Please email billing@noahwebster.org to check on unpaid balances. **With limited availability, a student will be removed from the program and the seat given to a student awaiting acceptance if the program is not utilized at least once every 5 consecutive days.**



Create a Procure Account & Enroll in Extended Wildcat Hours

****If you already have a Procure account, please see *Already Have a Procure Account* section below.**

- Go to www.noahwebster.org and select **Enroll After School Care** under the **Enroll** drop-down menu on the homepage.
- Click on the correct campus link.
- Please Note: Only a parent/legal guardian can enroll the student(s) in the program.
- Enter the email that you would like associated with this account. Please Note: This email will be used for future logins and regular communication regarding the program.

- A confirmation email will be sent to the address provided, enter the confirmation number located in the email and select **Go**.

- Enter Parent Information (Primary Account Person):

- ◊ Name
- ◊ Gender
- ◊ Address
- ◊ Cell phone number and select service provider to receive text messages (Please note: Individual data rates apply)
- ◊ Add additional phone numbers by selecting the orange plus sign.

- Answer the required Account Questions regarding Extended Wildcat Hours
- Select **Save & Go to Step 2**

- Enter Child Information:
 - ◇ Name
 - ◇ Gender
 - ◇ Date of Birth
 - ◇ Grade Level for the 2025-2026 school year
- To add another child, please select **Save & Add Next Child**
- Once all children have been added, select **Save & Go to Step 3**

- Add any other parents and/or additional contacts to the account who may pick up the student(s). Each adult will create his/her own unique Fingerprint ID.
- **Note: These Emergency Contacts must be the same individuals that were listed when the student(s) were enrolled in NWS for the 2025-2026 school year.**
- For Yourself:
 - ◇ Select your relationship to the child
 - ◇ Select Yes as the child lives with you
 - ◇ Select Yes as you are an emergency contact
 - ◇ Select Yes as you are authorized to pick up the student(s)
- Click on the orange plus sign to **Save & Add Next Contact** (optional)
- Select the **Relationship, Lives With, Emergency and Pick Up** if it applies
- Select **Save & Go to Review**

- Review the Account Information, Children Information and Contacts
- Select **Submit**
- An Information Summary Email containing the information entered will be sent to the account email
- Please allow 24-48 hours after registering for the system to fully update
- 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
- Extended Wildcat Hour charges, if applicable, will be billed to this account email on a weekly basis, once each week is complete
- **Due to limited seats available, lack of payment will result in removal of the student(s) from the program**

Split Family Policy

- Please see the Split Family Policy located in the 2025-2026 Extended Wildcat Hours Handbook and/or the 2025-2026 Noah Webster Schools Parent Handbook, both located on the school's website at www.noahwebster.org.