

1.To complete the full registration process, log in to your www.teacherease.com account once the school opens online registration.

2. If you are not immediately directed to the Online Registration page, access it by going to **Miscellaneous > Online Registration**. If you do not see your child's name listed, contact the school.

3. Click Next

Mode: Blank Returning Student ▼

Grade Level: EC - Early Childhood ▼



Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!
- ☐ Emergency Contacts
- ☐ Acceptable Use Policy
- ☐ Acceptable Use Agreement
- ☐ Submit Student Data
- ☐ Pay Fees
- ☐ Registration Complete

Sample Student

Status: In Progress

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!
- ☐ Emergency Contacts
- ☐ Acceptable Use Policy
- ☐ Acceptable Use Agreement
- ☐ Submit Student Data

Next



4. Update the information and choose an option from the pull down menus. Click next.

Mode: **Blank Returning Student** Grade Level: **EC - Early Childhood**

Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!
- ☐ Emergency Contacts
- ☐ Acceptable Use Policy
- ☐ Acceptable Use Agreement
- ☐ Submit Student Data
- ☐ Pay Fees
- ☐ Registration Complete

Student Information

Please complete all student information fields.

*Will your child be attending in the 2022-23 year?

*Please enter your home address.

*Address 1

Address 2

Address 3

*City, State, Zip

*Please enter your phone number(s).
 () - x ☎️ 🗑️ = +

Permissions

*I give staff of Cumberland CUSD #77 permission to post photographs and/or video of my child in local newspapers, social media, and the District website.

Next

5. Update your Parent/Guardian information, then click next.

Mode: **Blank Returning Student** Grade Level: **EC - Early Childhood**

Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!
- ☐ Emergency Contacts
- ☐ Acceptable Use Policy
- ☐ Acceptable Use Agreement
- ☐ Submit Student Data
- ☐ Pay Fees
- ☐ Registration Complete

Parent/Guardians

Please complete all parent/guardian information.

Custodial Parent/Guardian

Name:

Relationship:

Address 1:

Address 2:

City, State, Zip:

Phone: () - x ☎️ 🗑️ = +

Employer:

Can Pickup: ☐ No

Custodial Parent/Guardian

Name:

Relationship:

Address 1:

Address 2:

City, State, Zip:

Phone: () - x ☎️ 🗑️ = +

Employer:

Can Pickup: ☐ No

Next

6. Click Next.

Mode: Blank Returning Student Grade Level: EC - Early Childhood

Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☒ Emergency Contacts Required!!
- ☐ Emergency Contacts

Emergency Contacts Required!!

Please add at least two emergency contacts on the next form. These did not transfer from the previous software we were using -- so it is important that we have emergency contacts added!! Thank you for understanding!!

Next

7. Add two Emergency Contacts. Click Next.

Mode: Blank Returning Student Grade Level: EC - Early Childhood

Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!
- ☒ Emergency Contacts
- ☐ Acceptable Use Policy
- ☐ Acceptable Use Agreement
- ☐ Submit Student Data
- ☐ Pay Fees
- ☐ Registration Complete

Emergency Contacts

Please complete all emergency contact information.

Emergency Contact Only

Name:

Relationship:

Phone: () - x

Employer:

Can Pickup: ☐ No

Next **Add Emergency Contact**

8. Click on the link to view the Acceptable Use Policy.

Mode: Blank Returning Student Grade Level: EC - Early Childhood

Sample Student

- ☐ Student Information
- ☐ Parent/Guardians
- ☐ Emergency Contacts Required!!

Acceptable Use Policy

Please read the attached ACCEPTABLE USE POLICY.

[ACCEPTABLE USE POLICY.pdf](#)

Next

9. Agree to the Acceptable Use Policy, type your name, Click Next.

Mode: Blank Returning Student Grade Level: EC - Early Childhood

Sample Student

Acceptable Use Agreement

*Have you read and do you agree to with CUSD77 acceptable use policy?

*Please type your full name to verify...

Next

10. If all steps are complete. Click Submit.

Mode: Blank Returning Student Grade Level: EC - Early Childhood

Sample Student

Submit Student Data - Sample Student

All steps must be complete prior to submitting.
Please complete the unchecked steps below.

- ☒ Student Information
- ☒ Parent/Guardians
- ☒ Emergency Contacts Required!!
- ☒ Emergency Contacts
- ☒ Acceptable Use Policy
- ☒ Acceptable Use Agreement
- ☒ Submit Student Data

Submit

11. Complete the Payment Fields. You may drop payment off at the school office if you do not wish to use a credit card.

12. Click Continue.

Registration Complete!