



Registration for School Year 2022-2023 opens July 20, 2022.

Families will have the below options to register as soon as registration is available.

Please continue to check our website for updates

www.brevardafterschool.com

Option 1 - Online Registration:

1. Go to www.brevardafterschool.com
2. Select **Parent Account Management Portal**
 - a. EZ ChildTrack Parent Portal Quick Start Guide is available
 - b. Parent Portal link will allow access to the registration website
3. The Parent Portal main page has three options:
 - a. **Returning Parents Sign in** – Parent already has an Email and Password to sign into their account
 - b. **Existing Parents Sign In** - If your child(ren) is currently attending a BAS Program or have attended in the past but you do not yet have a password, you will click a link to receive a temporary password by email. Your email should already be set-up.
 - c. **New Parents Open Account** – have never had a child in our programs
4. Once you register for the School Year 2022-2023, you may continue to enroll for AM Only, PM Only, or AM/PM program for your child (ren). If you are looking for other options, please see your site coordinator. Upon submission of your application, you will receive an email stating that your application has been submitted for review. This email will be titled *"Application Submitted Successfully."* (Do not forget to check your spam and junk mail.) The review process may take up to seventy-two business hours. If there are questions or concerns related to your application, the site coordinator will contact you.
5. Upon approval of online registration/enrollment, you will receive an additional email, *"Brevard After School Reg. /Enrollment Approval,"* stating that your enrollment has been approved. You will also need to print the BPS opt Out/Photo Release form **Parent Forms** on our website. Complete and submit this form along with a photo of your child to the Site Coordinator by appointment.

Option 2 - Downloadable Forms for Paper Registration:

1. Forms will be available to download once online registration begins or you may contact the Site Coordinator to set up an appointment to pick up a paper packet.
2. If downloading your forms, go to www.brevardafterschool.com
3. Select **Parent Forms**
4. Download Registration Form and the BPS opt Out/Photo Release form.
5. Complete and submit this form along with a photo of your child to the Site Coordinator by appointment.