

## 2022/23 Registration

### 2 steps required!

FIRST complete your registration and THEN after you submit the online form, return to the main forms page and click on the payment button to submit your \$75 registration fee.

\*\*We cannot register your child until we receive this payment.

### Online Registration Instructions:

To register your child, please click the button that says **Preschool/Kinder Enrollment 2022/23 Form**

To register your 1st-5th graders for Before and After Care please click the button that says **Care Enrollment Form 1st-5th 2022/23**

1. Click the button that says **Fill a Copy**

Then click **Fill Copy** again on the bottom of the pop up screen.

2. Click **'I agree'** to use the electronic signature

3. Click **"Lets do this"**

4. After completing your contact information please select your class. You may choose your top 3 class choices by placing a 1, 2 or 3 in the space provided next to the classes.

**\*Anyone registering 3's, 4's and pre-K are required to choose 3 choices.**

5. Finish filling out the form as instructions indicate and create and add your signature at the end.

6. Click the **blue Finalize button** in the top right hand corner of the page and then confirm by clicking the **green Finalize button**.

\*\*\*You will receive a confirmation email with a copy of your registration form included.

IMPORTANT! Please go back to the forms page on our website after you click finalize and click on the **Pay Registration Fee** button.

If you have any questions please call 847-526-7479 or email [mlpk@mlpk.org](mailto:mlpk@mlpk.org)

Thank you!

Your Messiah Family