

Enrichment Program Registration Guide for Parents

1. Login to <https://cec.clfportal.org/>

Parent Login

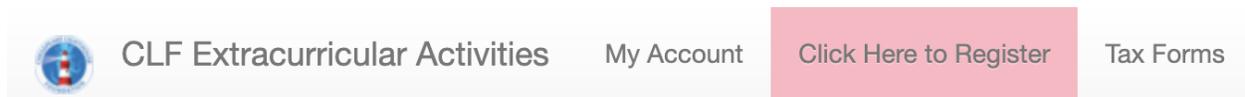
Email

Password

[Login](#) [Retrieve Password](#) [New Parent Registration](#)

Please enter your email that you provided to your child's school.
If you're unsure of your password, click the 'Retrieve Password' button.
For email updates, please communicate directly with the school.

2. Click the red button for available programs page



3. Select the program



4. Select the student(s) to begin the program registration

Student Registration for Enrichment Program 20XX-XX

If you have multiple children and wish to enroll them in enrichment programs, selecting both will qualify you for reduced tuition fees.

Select student(s) that you would like to register:

John

Doe

[Start Registration](#)

5. You will be forwarded to My Account page to fill out the emergency form and sign the contract.

John Doe's pre-registration is completed

My Account

Your registration is **NOT** complete yet! Now you need to read and sign each contract indicated below.
 After signing contract(s), parents registering for the first time will be required to pay a non-refundable registration fee.
 Your registration will **NOT** be finalized unless you see the confirmation page.

My Students

John Doe EMERG FORM

Student Registrations

John Doe Enrichment Program 20XX-XX SIGN NOW | Cancel | Please sign all forms. Please fill Emergency Form.

Enrichment Program Change Request (for Enrolled Accounts Only)

All Payment Schedule

All Payment History

Payment Schedule

Course	Student	Due Date	Amount (\$)	Note	Status
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6. Click the Sign Now button to select the program, specify the number of students, and sign the contract



Enrichment Program Contract

Student Name: John Doe

Enrichment Programs

	Zero	Stars	Scholars	Zero+Stars	Zero+Scholars
Hours	6:30am – School Starts	School Ends – 4:00pm	School Ends – 6:00pm	6:30am School Starts + School Ends - 4:00pm	6:30am - School Starts + School Ends - 6:00pm
Rate	\$XX.XX bi-weekly	\$XX.XX bi-weekly	\$XX.XX bi-weekly	\$XX.XX bi-weekly	\$XX.XX bi-weekly
Discounted Sibling Rate	\$XX.XX per Student	\$XX.XX per Student	\$XX.XX per Student	\$XX.XX per Student	\$XX.XX per Student

Please select the program:

--Program Type-- v

Please select the number of students:

--Number of Students-- v Next

7. If you are registering two or more children, you will qualify for reduced tuition fees by selecting the option below on each child's contract page.

Please select the number of students:

Registration for Two or More Students*

* Families enrolling multiple students in Enrichment Program can benefit from discounted tuition. Please note that registrations are subject to administrative verification.

8. After reading and checking each of the terms and conditions of enrollment and signing the contract with your full name, you will be forwarded to the payment page for the registration fee. A \$50 registration fee applies to first-time students.

Make Payment

IN ORDER TO COMPLETE REGISTRATION, YOU MUST PAY THE REGISTRATION FEE

Items

Enrichment Program 20XX-XX + Late Fee (\$0.00)

Amount \$50.00

Total Amount \$50.00

 PayPal

 Pay Later

 Debit or Credit Card

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