Student & Parent Registration/Account Steps to Take in Order to Receive Newfane High School Guidance Office New Scholarship Posting E-Alerts

1) Register (select "Register" tab at top right of district website: <u>http://www.newfane.wnyric.org</u>)



2) Once registered, go to "My Account" tab on top of district homepage. Then select Edit Account Settings.



3) In your account, choose "Subscriptions" (see pic below):

Update your personal information and account settings below.

Information
If you want, you can update your personal information.

Subscriptions

- 4) Select Manage Subscriptions
- 5) Choose Other Areas
- 6) Hit down arrow next to All Channels, select High School (see pic below), choose HS Guidance, hit I'm Done.

Manage Subscriptions

Sites Other Areas			
Newfane Central School District	High School • Find Area		
A.M. Announcements lewfane Central School District / High School /	High School Gui Newfane Central School High School Guidance	idance ol District / High School /	High School Library Newfane Central School District / High School / High School Library

7) You are now finished. You will now receive E-Alerts any time a new scholarship gets posted on the Guidance Office Webpage.