

# East Elementary School

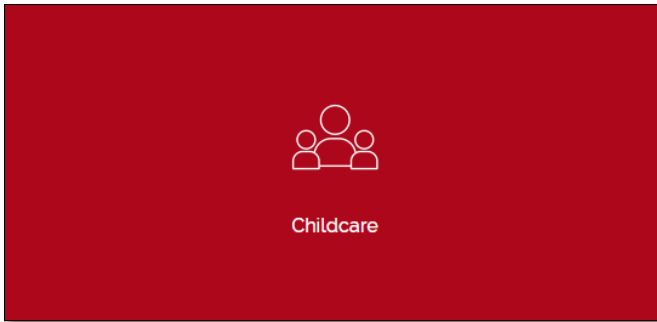
## Online Registration Guide

East Elementary School  
Where Eagle Pride Prevails!

Visit the East Elementary School Web Store to REGISTER ONLINE!

<https://eastelem.RevTrak.net>

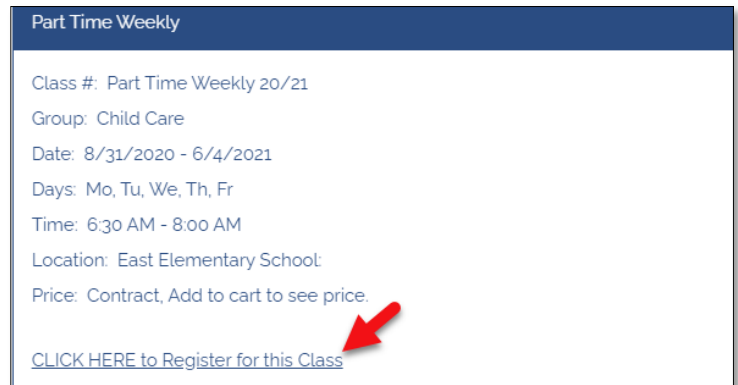
### Select the Childcare Button



- ◆ Click on the **Childcare** Button located on the Home Page.
- ◆ Select the class for which you wish to register.
- ◆ Select **“Click Here to Register”** to proceed with the registration process.

- ◆ If you have not already logged into or created a RevTrak account, you will be prompted to do so now using your **Email Address** and **Password**.
- ◆ Select the exact participant you wish to register for the selected class. You may also select **“A New Person”** if they are not currently listed in your account.

**\*NOTE:** The selected participant **MUST** be the name of the person attending the class.



- ◆ Answer ALL required questions before clicking the **Add to Shopping Cart** or **Continue Shopping** buttons at the bottom of the page.
- ◆ Within the **Checkout** screen, you can verify your billing address and **Select a Payment Option**, prior to hitting **“Place Order”**.
- ◆ When you click **“Place Order”**, your payment will be processed and a **Receipt** will appear. Your receipt will also be emailed to the address on file.

