Thank you for signing up your child for our Annual Jog-a-thon! Please read these registration instructions carefully.

In order for each student to help collect pledges and donations, record their laps, and be part of their classroom's team, a fundraising page needs to be created for your student. An email address is required to create each fundraising page. **Before you begin registering, please identify what email addresses you'll use to sign up your student(s).**

To register, follow the directions based on your family's household. You will need to sign up each student, one at a time. It will only take a few minutes, even if you are registering 4-5 students.

Signing up one child

1. Visit the campaign page and click "Sign Up"
2. Enter an email address to use for your student and click next.
3. If your email was used last year, the system will pull up your account and you can reset your password if needed. If your email is not in the system, you'll be prompted to put in a first and last name. We recommend entering **your student's name.**
4. Select "Jog-a-thon Registration"
5. Set a fundraising goal and a goal for how many laps your child hopes to complete.
6. Click Add Ticket and when prompted, choose your student's classroom from the list of teams.
7. You'll be taken to the checkout page. Do NOT add any other participants to your registration, even if you have additional students to register. You can complete your order at this point. If you choose to leave an optional donation to Providence at this time, it would be credited to your child's fundraising page and classroom team.
8. Once you're finished, you'll see some additional steps to customize your child's fundraising page and how to invite donors.

Signing up more than one child

1. Register your first child using steps 1-8 above.
2. After completing one registration, click on your account in the top right corner of the page and **LOG OUT**. This is important.
3. Return to the registration page after signing out and follow steps 1-8 above, this time using a different email for your next student.
4. Once you've finished steps 1-8 above, you've successfully registered another student! If you need to do more registrations, be sure to LOG OUT then repeat steps 1-8 above as needed.

Be sure to **save the email address and password** that you created for each child's fundraising page. This will let you login to invite/thank donors or post updates about laps completed!
We also recommend **copying the URL of each child's page** or bookmarking them for easy access.