

ONLINE REGISTRATION HOW-TO GUIDE

A quick reference for registering for The Centre's community programs



centre FOR
autism
services
ALBERTA

STEP 1

VISIT THE CENTRE FOR AUTISM SERVICES ALBERTA WEBSITE
www.centreforautism.ab.ca

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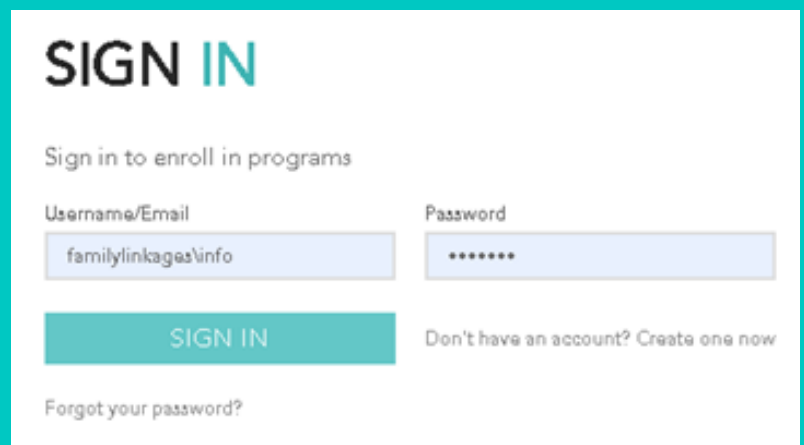
SIGN IN TO THE WEBSITE

Sign In

Click **SIGN IN** in the top right corner of the page

Once you've clicked **Sign In**, this screen will prompt you to enter your **username** and **password**

Don't have an account on the Centre's website yet? No problem! You can create one from this screen. Click "**Don't have an account? Create one now**" and follow the instructions.



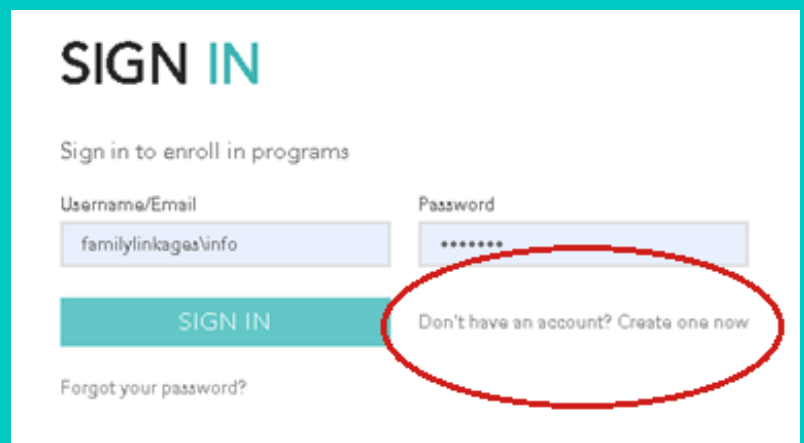
SIGN IN

Sign in to enroll in programs

Username/Email: familylinkages\info Password: *****

SIGN IN Don't have an account? Create one now

[Forgot your password?](#)



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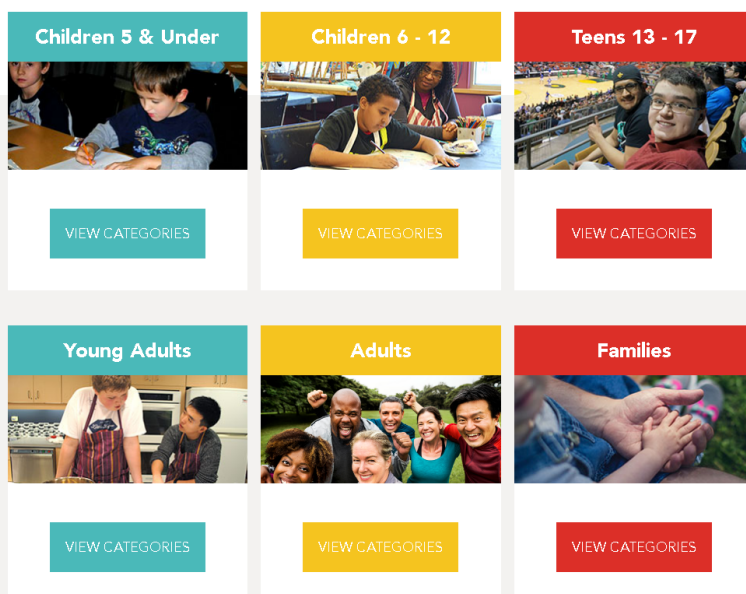
[Forgot your password?](#)

Once complete, you will get an email confirming you've set-up your account. **PLEASE NOTE:** this email is confirming your account creation ONLY. It is not confirming that you are registered in a program.

Now that you've created and/or signed in to your account, you are ready to **register for programs!**

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On the Centre's homepage, click **Programs** up at the top, or hover over it to see the dropdown menu



Choose the
appropriate
Age Category

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Choose the **program type**. Program types will vary depending on which age category you have chosen. For example, in the age category Children 6-12, program types look like this:



Skills



Specialized Services



Mental Health



Art



Sports & Recreation



Camp



Let's say you clicked the basketball icon for Sports & Recreation, you would see:



[MORE INFO](#)

Kickstart Soccer

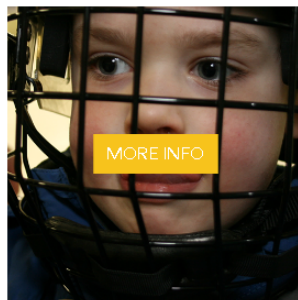
Get on the ball! Kickstart Soccer is a great way to introduce children with autism to the world's most...



[MORE INFO](#)

Basketballers

Basketball for all! The Basketballers program is designed to build children's confidence and skills while having fun playing. ...



[MORE INFO](#)

Adapted Learn to Skate

This Learn to Skate program is adapted for children with special needs. This Learn to Skate program is adapted...



[MORE INFO](#)

Taekwondo

Young Master Club Taekwondo and yoga training for children, adolescents, and families of all abilities – the Young Master...

These are the available Sports & Recreation programs for the selected age category (in this case, Children 6-12).

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CLICK MORE INFO TO BE TAKEN TO YOUR SELECTED PROGRAM PAGE

On this page you will get all the details about the program you'd like to enroll in: a description of the program, times, dates and cost. Scroll down the page and click the **ENROLL IN THIS PROGRAM** button



DATES

July & August 2019

TIMES

9:30 a.m. – 12:30 p.m. daily

LOCATION

Drop off and pick-up at Centre for Artistic Services
4752-99 Street NW, Edmonton

ENROLL IN THIS PROGRAM

MORE INFO

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TIME TO REGISTER!

Be sure to input all of the requested information, paying special attention to those fields marked with a * (this information is **required**)

Once you've entered all of the Attendee Information, Parent Information, Emergency Contacts and Pick-ups, and confirmed the program dates you'd like to enroll in, you can **proceed to payment**

IMPORTANT NOTE

You will be asked to enter your credit card information, name and billing address. You **MUST** make sure the **billing address entered is the same address that is linked to your credit card**, or the payment will not be processed (this is a security feature).

ONCE YOU'VE ENTERED ALL OF THE REQUESTED INFORMATION,
CLICK **PROCESS PAYMENT**

If the transaction was successful, your webpage will refresh with a **registration confirmation**



CHECK YOUR EMAIL!

If your payment was received successfully, **you will get an email confirming registration** and receipt of payment. This email will confirm the attendee/participant name, program and payment.

Questions? Concerns?
Need a hand with
registration?

CONTACT US!

Call 780.488.6600 or email info@centreforautism.ab.ca