HERE’S HOW ONLINE REGISTRATION AND MERCHANDISE PURCHASING WORKS:

1. **CLICK HERE** to register/pay tuition/purchase T-shirts/sweatshirts online.

2. Put the **code word in the Presale Access Code box** (see below).

3. Once you have entered the code word and hit “Enter” or clicked the “ADD CODE” button, you will see the registration/merchandise choices appear.

4. **IMPORTANT:** When you are ready to check out, be sure to **choose the cast member’s name** in the drop-down menu under: “Who is attending this class,” which will appear below your tuition/merchandise selections. For example:

   Shopping Cart #584122

   Confirm the items you are purchasing
   Thanks for shopping online today.

   Item | Qty | Description
   ---- | ---- | -------------
   1    |     | Willy Wonka Registration on Friday March 1 2019 at 7:30 PM in the Gope Gillette Theatre, Everett Course Tuition Who is attending this class? Angela Linder

   Course 1 | 495.00

5. While on this screen, add or update your student’s emergency/medical information by clicking the “Add New Household Member/Information” button. You will be asked to enter any required information (i.e. emergency contact) that may be missing.
6. After updating your account information, you may go to the top of the page, click “Everett” and enter the code again to purchase a T-shirt or sweatshirt in the same order.

7. Proceed to payment screen and check out. Congratulations! You are a registered cast member!

Please email call me at 425-740-5035 x107 with any questions!

Angela Linder
Youth Education Administrator