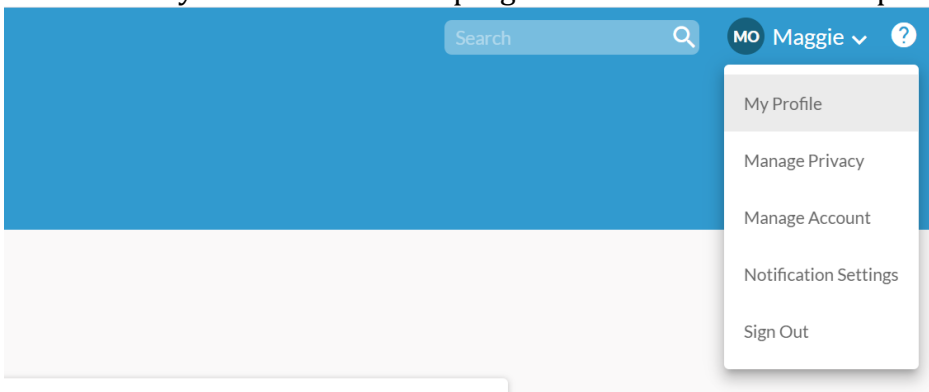


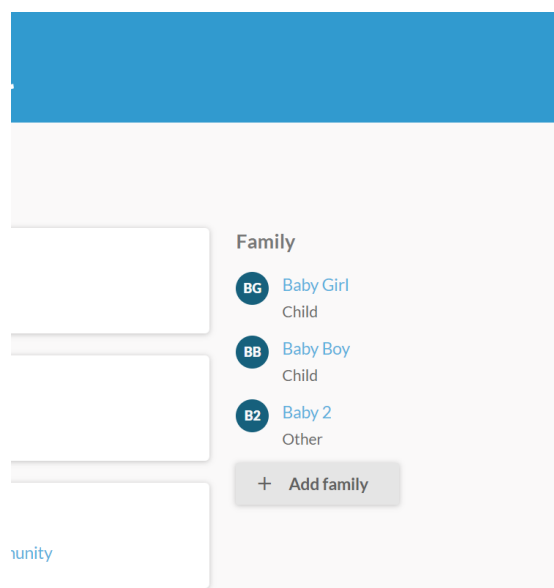
St. John Neumann Faith Formation Registration 2020-2021

Please follow these directions for registering your child(ren) for Faith Formation Class. If you have any questions, please visit the *Frequently Asked Questions* on the Faith Formation page at: www.saintjn.org

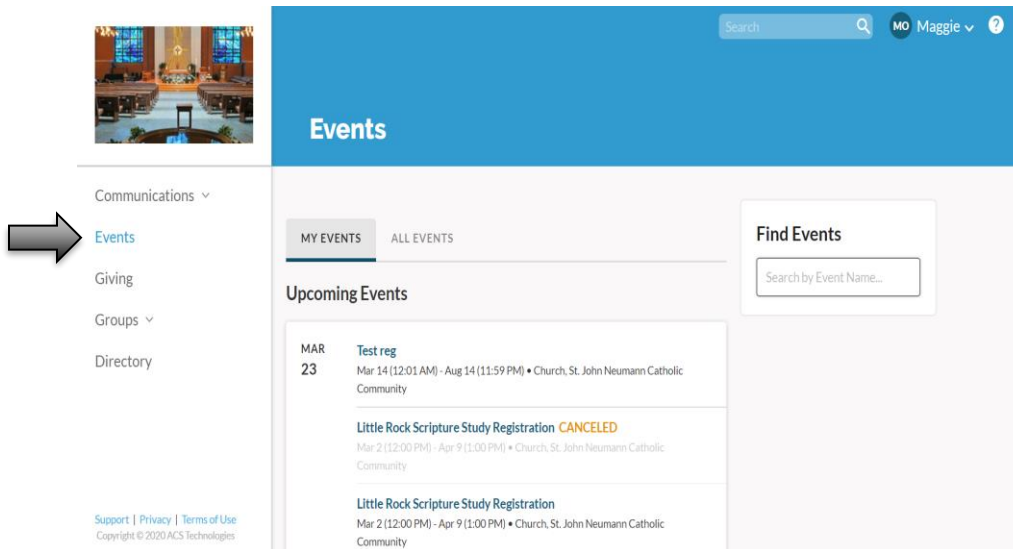
1. Go to <https://onrealm.org/StJohnNeumannCa/SignIn>
2. Login using your E-mail Address and Password.
 - a. If you do not already have a Realm log-in, but have registered online in the past using the Access ACS system, click on **Forgot your Password?** Follow the instructions on resetting your password, then log in to Realm and continue to step 3.
 - b. If you have never registered online before and/or this is your child's first year of Faith Formation at SJN, e-mail reregistration@saintjn.org and ask to be invited to Realm.
3. Go to your name on the top right corner and click the drop down arrow. Click on **My Profile**.



4. Please verify the information for each family member. You can switch between family members by clicking on their names, highlighted in blue, on the right hand side of the screen.



5. Click on the **Events** tab on the left side of the screen.



6. Under Upcoming Events, you should see an event in blue labeled **2020-2021 Faith Formation Online Registration**. Click on this event.
7. Click on **Register By August 14**.
8. On the right hand side, you'll see all your family members. Check all children you will be registering. Do NOT select your name. Click **Next**.
9. Answer all the questions for each child. It is extremely important that you select a grade/session carefully for each child. If you wish to change this later on you must cancel and re-register that child.
10. You will be asked to pay online. Your online registration cannot be processed if you do not submit payment.
11. Please print your confirmation for your records. You will also be e-mailed a confirmation to the e-mail address(es) provided.