

SCCS Online registration **FOUR STEPS**

Step 1.1: For New Family - Create a Family Account

Click the Register Online button (the mouse button) on the Registration page www.ctsccs.org/registration.aspx; Click the Create a Family Account link, fill the form and submit to create a family account; then you'll be directed to the Family Summary page.

Step 1.2: For existing account - Login Account

Click the "My SCCS" button on the home page and go to the login page. http://ctsccs.org/Login_Login.aspx Fill in your registered email address and password to the text boxes. Then click Login.

If you forgot the password, please click the "[Forgot Password?](#)" link. Then fill in your registered email address. Your password will be sent to your email account in a minute. If you do not have access to your registered email account, you may create a new one. Please follow Step 1.1 above.

Step 2: Read and Agree Registration Rules

Click the REGISTER link in the top navigation bar, read registration information and click Continue. Then you need to check two check boxes and select two radio buttons to continue.

Step 3: Add Student

Using the ADD STUDENT link in the top navigation bar to add one or more students.

Step 4: Register Class

On the Register Class page, select a student from the Student drop-down menu and then select classes from the three sessions, click submit. The registered classes will show in the summary table.