

Registration Guide for Faith Formation

Faith Formation Registration is a place for families to register all of their children / youth within one registration platform for grade K3 through 12. Registration is open from 07/08/2022 to 08/30/2022. Registration will close at 5pm on 08/31/2022.

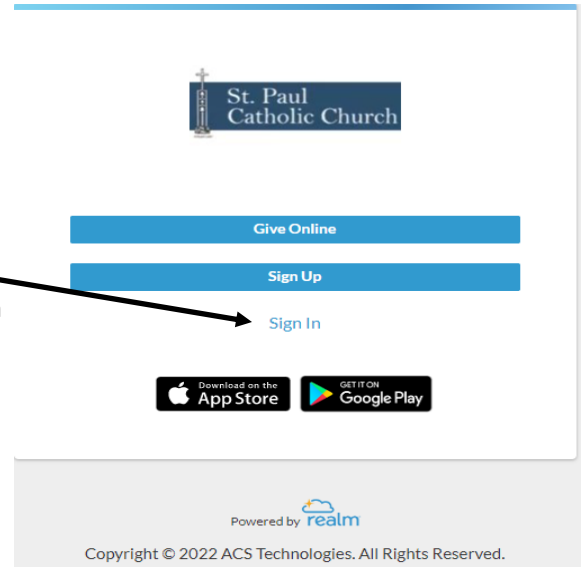
The easiest way to get started is to create a Realm Account at:

<https://onrealm.org/stpaulgenesee>

Once you have a Realm Account established, you can easily register any or all children in your household for Faith Formation classes.

If you have a Realm account setup, simply sign in.

If you do not yet have a Realm Account, click the Sign Up button to request a new account. For security, all account requests are reviewed by the Parish Office and approved as quickly as possible.



← Request Account

Email Address *

Name *

First Last

Birthday

mm/dd/yyyy

Preferred Phone *

Mobile Home Work Other

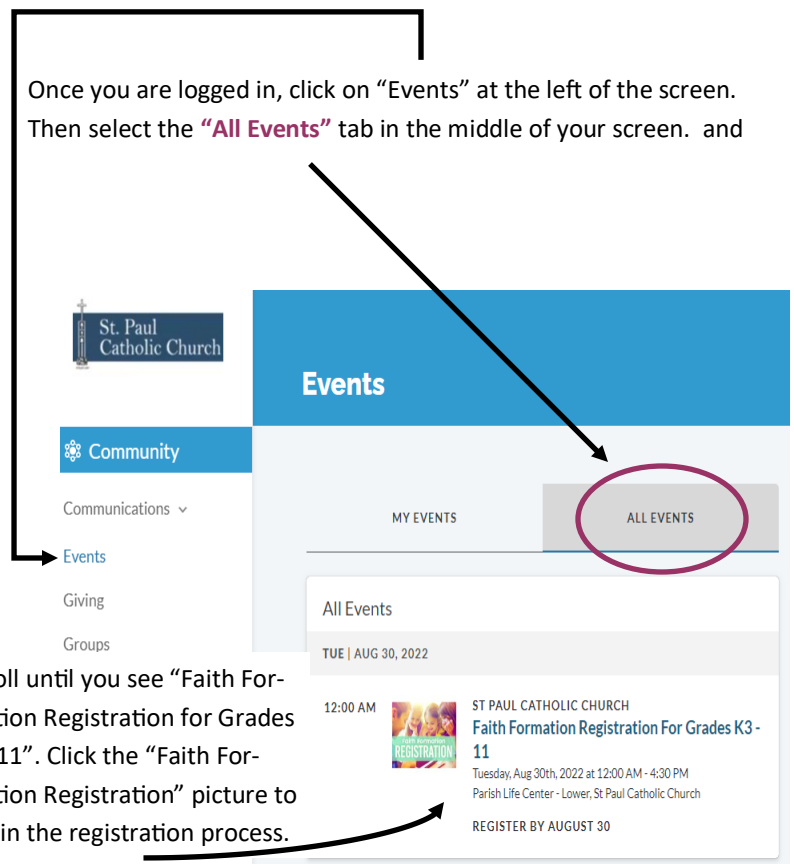
Continue

Already have an account with St Paul Catholic Church?
[Sign In](#)

Powered by realm

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Once you are logged in, click on “Events” at the left of the screen. Then select the **“All Events”** tab in the middle of your screen. and



Scroll until you see “Faith Formation Registration for Grades K3-11”. Click the “Faith Formation Registration” picture to begin the registration process.



Now click the button that says "Register by August 30"

Now you will be able to add any and all children that will be registering for classes. You should see all of your family names in the right corner. Check the boxes in front the child(ren)'s names. Be sure to uncheck any adults or children that are not registering for classes.



Now click the "Next" Button



Faith Formation Registration For Grades K3 - 11

Edit Who's Coming



YOUR CHILD'S NAME HERE

Registration

Catechesis of the Good Shepherd K3 through Grade 1 - Sunday (Includes Family Prog ^

Catechesis of the Good Shepherd K3 through Grade 1 - Sunday (Includes Family Program)

Grade 2 & Sacramental Prep - First Reconciliation & First Communion - Sunday (Includes Family F

Grade 2 & Sacramental Prep - First Reconciliation & First Communion - Tuesday Evening

Grade 3 - Sunday (Includes Family Program)

Grade 3 - Tuesday Evening

Grade 4 - Sunday (Includes Family Program)

Grade 4 - Tuesday Evening

Grade 5 - Sunday (Includes Family Program)

update your keam promise.

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Progr

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SUMM

You will now see your child(ren) appearing under the registration heading and a drop down menu under their name. Choose the class that you will want to register your child for, based on the grade that they will be entering in Autumn of 2022. You may need to scroll to find the correct class as this list contains all classes offered for grades K3 through Confirmation.

Please note that students enrolling in Sacramental Prep MUST be a part of a family registered with St. Bruno or St. Paul. If you need to register, please contact your respective parish office to register your family properly.

St. Bruno: 262-965-2332

St. Paul: 262-968-3865

Additional Items

* Discounts do not apply to additional items.

☐ Reconciliation Retreat

☐ Communion Retreat

☐ First Communion

☐ Non-Parishioner (\$50.00)

If your child(ren) is going into Sacramental Prep for First Reconciliation & First Communion, please check the top three boxes and choose dates for appropriate retreats. Note: Confirmation retreat information will be sent to class members after classes begin.

If you are not a REGISTERED parish family at St. Bruno or St. Paul, please check the "Non-Parishioner" box. Please note that students in Sacramental Prep must be a part of a Registered Parish Family at St. Bruno or St. Paul.

Additional Information

Continue to scroll down to "Additional Information". This section is the same as Registration Forms that have been used in the past.

You will notice that you can "Apply this answer to all registrants" after some questions. Please choose this option if you would like information for any children selected with a blue checkmark in the previous section. Selecting this blue line will copy all information to the registered children ... WHAT A GREAT TIMESAVER!!!

All questions with a red star must be answered. Complete and thorough information is always appreciated.

If you have any questions, please contact the St. Paul Parish Office at 262-968-3865 and ask to speak with Christine Wick or Amy Golden.

Continue this same procedure for all children by continuing to scroll down through the page. Children will be separated by a blue line:



Your Next Child's Name Will Be Here

Registration

Grade 4 - Tuesday Evening

Additional Items

* Discounts do not apply to additional items.

- ☐ Reconciliation Retreat
- ☐ Communion Retreat
- ☐ First Communion
- ☐ Non-Parishioner (\$50.00)

Additional Information

Some information may be pre-populated from the existing profile. Responses will update the Realm profile.

Student's Legal Name *

Additional Information

Some information may be pre-populated from the existing profile. Responses will update the Realm profile.

Student's Legal Name *

Student's Preferred Name (if any)

Student's Date of Birth *

Student's Gender *

Full Name Parent / Guardian - Primary Contact *

[Apply this answer to all registrants](#)

Primary Parent / Guardian's Cell *

[Apply this answer to all registrants](#)

Primary Parent / Guardian's Email *

[Apply this answer to all registrants](#)

Full Name of Parent / Guardian - Secondary Contact

[Apply this answer to all registrants](#)

Secondary Parent / Guardian's Cell

[Apply this answer to all registrants](#)

Secondary Parent / Guardian's Email

[Apply this answer to all registrants](#)

Way to Go!

You are almost done!

Pro Tip: Do not refresh or close your tab as you may lose all of the information that you just entered. Keep going :)



Once you are finished with all of the registration forms for all of the children, scroll back up to the top of the page. Just below the Faith Formation Registration picture you will see a summary of all of your registrations and how many were chosen.

In this example, two children are registered for CGS and one child is registered for Fourth Grade.

Please review the registrations for accuracy and select "Next" when all registrations are listed properly.

REGISTRATIONS

2 Catechesis of the Good Shepherd K3 through Grade 1 - Sunday (Includes Family Program) Registrations @ \$100.00

1 Grade 4 - Tuesday Evening Registration @ \$100.00

Total \$300.00

Enter discount code

Apply

SUMMARY

Please make final payments by October 31st.
Please call Christine Wick at the Parish Office 262-968-865 with questions or to request tuition assistance.

Total Cost \$300.00

Next Cancel

REGISTRATIONS

1 Catechesis of the Good Shepherd K3 through Grade 1 - Sunday (Includes Family Program) Registration @ \$100.00

Enter discount code

Apply

SUMMARY

Please make final payments by October 31st.
Please call Christine Wick at the Parish Office 262-968-865 with questions or to request tuition assistance.

Total Cost \$100.00

+ Add payment

Register Cancel

You will again see a summary of the registrations and a total cost. Now you will want to click the "Add Payment" link

Complete your payment information, the amount to pay in full or put down a deposit and click "Register & Add Payment"

NOTES:

- Registration closes on 08/30/2022
- Final Payments are due by 10/31/2022
- No Refunds will be issued after 11/30/2022
- Discount codes for volunteers and tuition assistance will be provided as needed. Contact the St. Paul Parish Office at 262-968-3865 and speak with Amy Golden or Christine Wick regarding Tuition Assistance if needed.

Add New Payment Method

☒ Save for future use

Account Nickname

Account Type

Credit/Debit Card

Account Number *

VISA MasterCard Discover

Expiration Date *

CVV2

Add Payment

How much is this payment

0.00

Balance: \$100.00

What type of payment

☒ Cash, Check, or Other

Memo

Name on card *

Billing Address Line 1 *

Billing Address Line 2

Billing City *

Billing State *

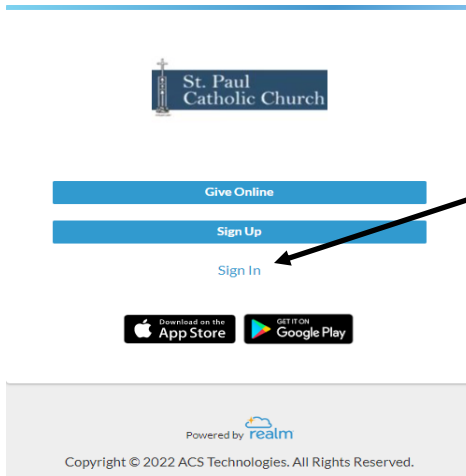
Billing Postal Code *

Email Address *

Register & Add Payment

YOUR REGISTRATION PROCESS IS COMPLETE!!! GREAT JOB!

Making Additional Payments For A Faith Formation Class



First, sign into your realm account

Then select the "MY EVENTS" tab



Community

Communications ▾

Events

Giving

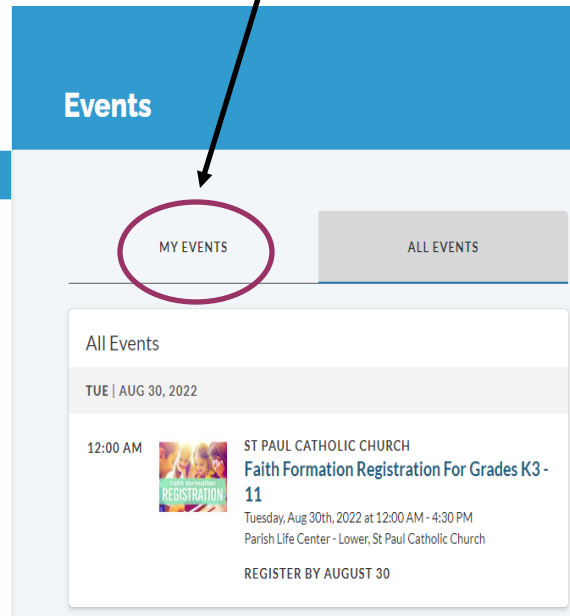
Groups

Volunteering

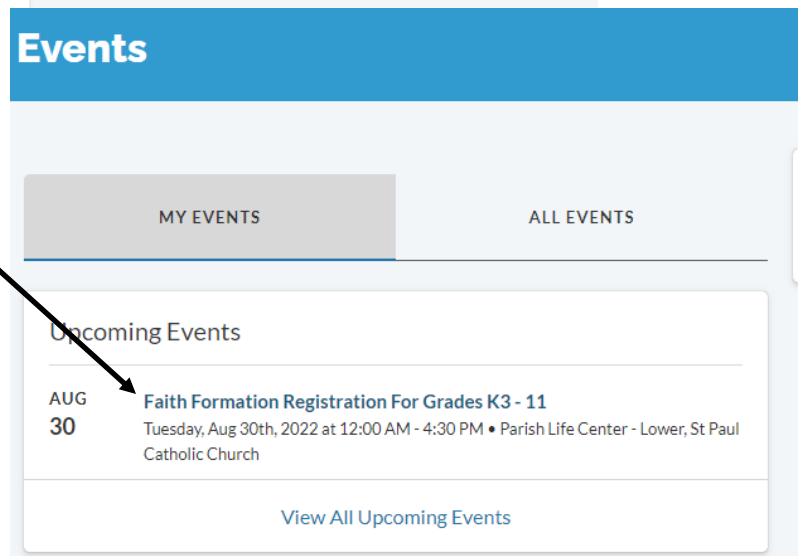
Directory

Pathways

Websites



Now click on the Faith Formation Registration For Grades K3-11 under "Upcoming Events"



REGISTRATIONS

SUMMARY

Please make final payments by October 31st.
Please call Christine Wick at the Parish Office 262-968-865 with questions or to request tuition assistance.

Total Cost **\$0.00**

EVENT CONTACT

If you have additional questions about your registration, reach out to the event contact.

[✉ Email Event Contact](#)

You will see a box listing all of your registrations. If there is a balance due, you will see this under "Total Cost" and a box.

If you have saved your payment method from your initial deposit, you will be able to select the payment method. If you did not save your payment method, you will be asked to put in your debit, credit or ACH information for this payment.