

EXTENDED DAY PROGRAM REGISTRATION GUIDE



1

Start at www.dps61.org/extendedday

Click on the "Register your student NOW" link, you will be redirected to the NEW EZChildTrack Parent Portal.

2

- If you are using a mobile device, you will have to click on "Switch to Desktop" to continue with the registration process.

3

Click on "Register" under "+ New Parents Open Account". Returning users, click on "Returning Parents Sign In".

4

Enter required parent information first, then enter information for your student(s), making sure all required fields are complete.

5

Read and electronically sign the parent handbook, then click submit. Once your registration has been reviewed and approved, you will receive an email inviting you to set-up your parent account portal and access to the enrollment calendar.

For assistance enrolling, please contact Program Coordinator Sherry Johnson by phone at (217) 362-3063 or email at SRJohnson@dps61.org, or Innovative Programs Coordinator Leslie Risby by email at LRisby@dps61.org or by phone at (217) 362-3000, extension 012038.