

District 196 EduTrak Connect Register for Athletics/Activities/Fine Arts

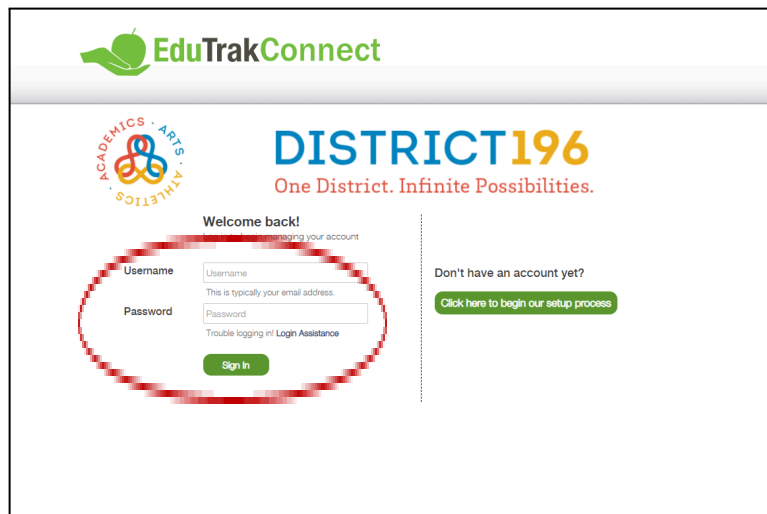
Follow these instructions to register for Athletics/Activities/Fine Arts in EduTrak Connect.

Other Instructions/Tutorials:

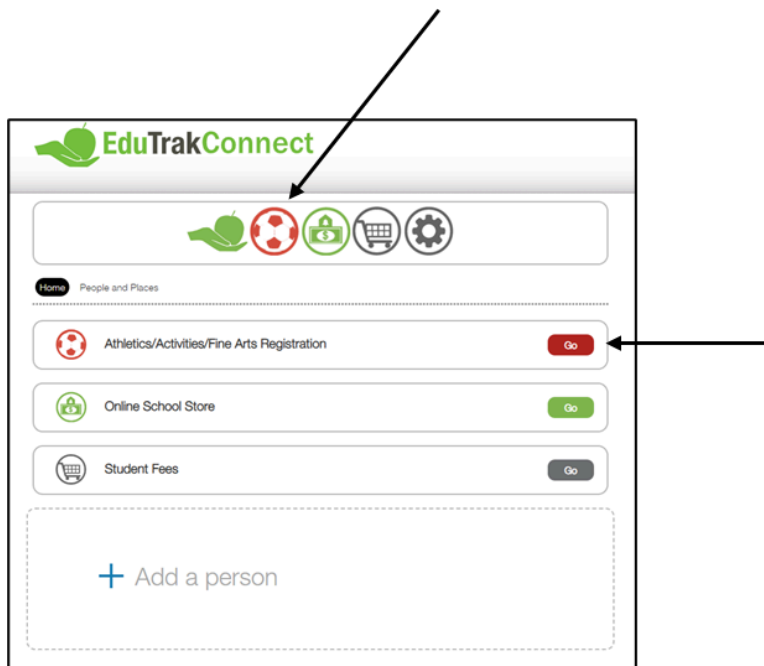
Initial Account Set Up - [English](#) / [Somali](#) / [Spanish](#)

Paying a Fee - [English](#) / [Somali](#) / [Spanish](#)

1. Sign into your Edutrak Connect account at <https://district196.cf.edutrakconnect.com/>
Click on the link on the home page to go to the login page



2. Navigate to Athletics/Activities/Fine Arts. You can click the red soccer ball icon at the top of the page or click Go by Athletics/Activities/Fine Arts.



3. All students attached to your user account will be listed. Click Register next to the appropriate student.

The screenshot shows the 'Sports & Activities' interface. At the top, there is a navigation bar with a soccer ball icon and the text 'Sports & Activities'. Below this is a horizontal menu with icons for a leaf, a soccer ball, a money bag, a shopping cart, and a gear. Underneath the menu, there are two tabs: 'Students' (highlighted) and 'Order History'. The main content area displays two student entries. Each entry consists of a placeholder for a profile picture, a box containing 'Student Name', 'Student ID & School Listed Here', and two buttons: 'Manage Student' and 'Register'. An arrow points from a callout box on the right to the 'Register' button of the second student entry.

Click Register Next to Student

4. Click on the plus next to the activity you wish to register for and then click the Red Button to Register.

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Click on the Plus sign next to the activity. Click Red Register Button.

If you are signing up for an Athletic activity and your student does not have a valid physical (it must be valid through the end date of the sport. This will be the final competition date for middle schools and the **state** tournament dates for high schools), you will not be allowed to continue registration until a new physical is submitted to your student's athletic department.

- 5. If your student has a valid physical, you may click Start to begin the registration process.

Sports & Activities

Students Order History

Apple Valley High School Boys Cross Country - 2425-AVHS-B-Crs-1012 - Student Name Listed Here

Registration for Student Name Status: Not Started

1 2 3 4
BEGIN QUESTIONS & FORMS NEEDS SIGNING FINISH & PAY

Item Price: \$165.00
Registration Total: \$165.00
Additional payment processing fees may apply. You will be presented with a final total at checkout.
Please click Start to begin the process

Start

- 6. If there are any required forms, the questions will be displayed and must be completed before moving to the next step.

Students Order History

Apple Valley High School Boys Cross Country - 2425-AVHS-B-Crs-1012

Registration ID 951096 for Student Name Started: 07/15/2024 02:13:52 PM Status: Questions & Forms Cancel Order

1 2 3 4
BEGIN QUESTIONS & FORMS NEEDS SIGNING FINISH & PAY

* High School of Attendance

Apple Valley High School Eastview High School Eagan High School Home School Rosemount High School School of Environmental Studies Alternative Learning Center

* Student Cell Phone (enter 0s if not applicable)

* Student email (enter NA if not applicable)

PARENT/GUARDIAN INFORMATION

7. Review/update the emergency card for your student before you are able to check out.

Students Order History

Apple Valley High School Boys Cross Country - 2425-AVHS-B-Crs-1012

Registration ID 951121 to [Student Name] Started: 07/15/2024 02:22:21 PM Status: Finish & Pay [Cancel Order](#)

1 BEGIN 2 QUESTIONS & FORMS 3 NEEDS SIGNING 4 FINISH & PAY

Subtotal: \$165.00
Participation Fee \$0.00
Payment Fee:
Total Cost:

Emergency card needs review - click this link to review.

[Continue Shopping](#) [Checkout](#)

Review/Update
Emergency Card Info
and then Checkout

8. The completed registration will then be available to add to your cart and then to checkout.

DISTRICT 196 - ROSEMOUNT - APPLE VALLEY - EAGAN [Checkout](#)

DISTRICT196
One District. Infinite Possibilities.

District: DISTRICT 196 - ROSEMOUNT - APPLE VALLEY - EAGAN

Sports & Activities Fees
To add items in this list, please visit the activities site.

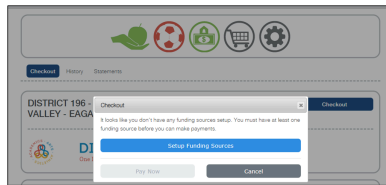
| ID | Description | Date | Amount | |
|--------|----------------------|------------|----------|-----------------------------|
| 952081 | 2425-AVHS-B-Crs-1012 | 07/15/2024 | \$165.00 | Add to Cart |

[Checkout](#) [History](#) [Statements](#)

DISTRICT 196 - ROSEMOUNT - APPLE VALLEY - EAGAN [Checkout](#)

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9. If you do not have a credit or debit card attached to your account, this message will appear requiring you to set up a funding source. Click Setup Funding Sources. Complete the card information and Click Save.



10. If a funding source is available, you may choose which to use (if there is more than one on your account). Click Pay Now to complete the transaction. You will receive an email receipt.

Congratulations! You have completed registration for your student.

Past payments are viewable in the system by clicking on the Order History button when on the Sports & Activities page.

