

HOW TO REGISTER

The Centre for
LEARNING
@HOME

Gifttool Instructions

We will be running registration for all of our events (Edmonton & Calgary) using the same program we utilized last year, Gift Tool as this program seems to have met our needs well. However, events will NOT be open for registration until approximately 60 days prior to the start of the event. Event flyers will be posted in Announcements as events are booked so that you have advanced notice to schedule your schooling schedules.

In order to register for events please do the following: (NOTE registration will open on September 6th for all events within the next 60 days!!!) Otherwise registration will always open 60 days before the event date. Also **registration closes 7 days before event.**

-visit our webpage at www.centreforlearning.ca

-On the Right side click News & Events

-Click Calgary Events or Edmonton Events

-In the new browser, Under the respective Area Headers, click the event you wish to register for (this will also provide you with further information).

-Click Register Now on the top or bottom of this page and it will walk you through our online registration program. You will be emailed a copy of your registration confirmation. Please ensure that you check the email you used to register for this confirmation as well as a day prior to the event!

As the year goes on more events will be added, please ensure you are checking the Announcements and the News & Events page regularly to avoid missing any great events. HOWEVER, should an event be showing as FULL please contact me - we can start a waitlist and quite often students on a waitlist are able to get in. This will also allow us to see events which are in very popular demand- if this is the case it is quite often possible to open second sessions. We can ONLY do this if you are in communication with us.

ALSO, if you have registered for an event but are UNABLE to attend please contact us as soon as you are able to so that we can contact wait list participants and give them the opportunity to join us! Sometimes even a call in the AM of an afternoon event means we can let another boy or girl come out! And in closing, as always if there are ANY events that you want to see please once again let us know! We can not guarantee that it can be added but we can certainly look into it!