



# FIRST CLASS PRE-K

## Alabama's Voluntary Pre-K Program

### PRE-REGISTRATION PARENT GUIDE



1

NOTE: If you already have an email address, skip to step 5. You must have a **valid email address** to pre-register.

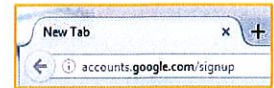
If you do not already have a valid email address, open a Chrome, Safari, Firefox, Internet Explorer, or other web browser on a computer, tablet, laptop, or smartphone.



2

In the address field at the top of the screen, type in **accounts.google.com/signup** and hit Enter.

Enter your First and Last Name in the displayed fields.



3

Type your desired username under **Choose your username**. Your email address will be your username followed by "@gmail.com" which is already typed for you. Enter a password for your Gmail account under both **Create a password** and **Confirm your password**.

Enter your birth date and gender in the fields provided. Skip to the bottom and click **Next step**. Scroll to the end of the *Privacy and Terms* and click **I Agree**.

4

You may be asked to **verify your account**. If so, enter a phone number and indicate whether you wish to receive a **verification code** by a text message or voice phone call, then click Continue.

When you receive the verification code, enter it and click **Continue**. You will receive a welcome message stating your newly created **email address**.

5

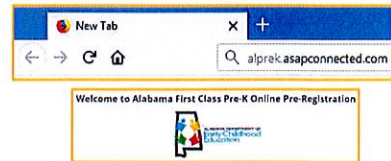
To **begin pre-registration**, open a Chrome, Safari, Firefox, Internet Explorer, or other web browser on a computer, tablet, laptop, or smartphone.

*Note: As you fill in pre-registration information, type carefully using correct capital and lowercase letters. The information you enter will go directly into our database.*



6

In the address field at the top of the screen, type in **alprek.asapconnected.com** and hit Enter. (Do not use "www" in the address.) You will see the First Class Pre-K Online Pre-Registration welcome page. **Carefully read** the information provided, then click the link at the bottom to go to the next page.



Read the additional information provided carefully, then select the **Create An Account** button. Each family may create **only one account**.

7

Fill in required fields about your family with **correct information**. *An error message will display if all required fields are not completed. Those with red asterisks beside them are required.*

You may upload **proof of residence** (current utility bill or copy of lease or mortgage). If you do not, you must **deliver** a copy to each school/program for which you pre-register.

At the **Create Your Login Info** section, enter a valid email address and create a password for your Pre-Registration Account.

8

Next, provide the First Name of the child you are pre-registering **as it appears on the Birth Certificate**. You may pre-register an eligible sibling by clicking the **Add Another Child** button. Click **Next**.