

# AWTY PLUS REGISTRATION INSTRUCTIONS

## **STEP 1:**

Login to **My BackPack**, and then click the **Awty Plus Registration** link:



The Awty International School  
Houston

### Home

#### Academic Info

Marking Period Grades and  
Comments  
Grades and Comments History

#### My Accounts

Account Details  
Invoice  
Pay Online

#### Donations

Make an Awty Annual Fund Gift  
Pledges and Payments  
Giving History

#### My Forms/Documents

Admissions Applications  
Enrollment/Re-Enrollment  
**Awty Plus Registration**  
My Documents  
My Forms  
Resource Center

#### Search

Student/Parent Directory  
Faculty Directory

## **STEP 2:**

Click the registration link:



The Awty International School  
Houston

### Registration

Welcome to Awty Plus registration!

[Click here to select the student you want to register for Awty Plus.](#)



# AWTY PLUS REGISTRATION INSTRUCTIONS

## STEP 3:

Child Registration Screen: Select the name of the child you wish to register. Once you select a name from the drop-down menu, the information will fill in the blank fields. *Do not choose "New Student"*.

Click the "Save Registration Form" button under the student information fields to save the child's information and then repeat for each additional child being registered.

Click the "Select Programs" button when you are ready to choose the Awty Plus class(es).



The Awty International School  
Houston

### Awty Plus Registration Form

[Registration Home](#)

Select a student:

Applicant Name: First\*  Middle  Last\*

Preferred Name  Date of Birth\*

Gender  Current Grade

[Registration Home](#)

# AWTY PLUS REGISTRATION INSTRUCTIONS

## STEP 4:

Select Courses Screen:

“W” indicates that the course is full, but your child is on the waitlist for the course.

“Reservation Time” – The course selection is “Pending” until you submit your selection and the course will be held for your child for 30 minutes. If after 30 minutes, the course has not been submitted the seat will be available to another family.

**Filters** – To review the days and times and groups to filter the course list.

**Buttons** – To Search, Select, or Remove a course.

The screenshot displays the 'Selected Courses / Programs' section of the registration interface. It includes a sidebar for 'Catalog Groups' (All, Preschool (21), Lower School (24)), a 'Filter courses by:' section with a 'Catalog Group' dropdown and a 'Course Name' search box, and a 'Days of Week' dropdown. The main area shows a list of courses. The first course, 'Animal with Attitudes', is highlighted with a red 'W' and a 'Reservation Time Remaining: 28:19' indicator. Below it, a table lists several 'Arabic - Awty+' courses with 'Select' buttons. The table columns include course name, dates, times, meet days, fees, sessions, grade ranges, available enrollment, and maximum enrollment.

Course Name	Dates	Time	Meet days	Fee	Session	From Grade - To Grade	Available enrollment	Maximum Enrollment
Animal with Attitudes	Aug 29 - Dec 09	3:30 PM - 4:30 PM	T	\$475.00	1	From Grade:PK3 - To Grade:K	13	15
Arabic - Awty+	Aug 29 - Dec 09	3:00 PM - 4:00 PM	W	\$475.00	1	From Grade:1 - To Grade:5	15	15
Arabic - Awty+	Aug 29 - Dec 09	3:00 PM - 4:00 PM	Th	\$475.00	1	From Grade:1 - To Grade:5	15	15
Arabic - Awty+	Aug 29 - Dec 09	4:00 PM - 5:00 PM	W	\$475.00	1	From Grade:1 - To Grade:5	15	15
Arabic - Awty+	Aug 29 - Dec 09	4:00 PM - 5:00 PM	Th	\$475.00	1	From Grade:1 - To Grade:5	15	15
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## STEP 5:

Submit Course Selections: Click the "Submit" button at the bottom of the **Selected Courses/Programs** list to finalize your choices. Your courses for each child will then be reviewed and when approved your account will be charged the course fees.

[www.awty.org](#)

Welcome to Awty Plus registration!

[Click here to select the student you want to register for Awty Plus.](#)

Student Information	View/Print Registration	<b>Submitted, Pending Approval</b> Submit Date: 8/3/2016	Balance: <b>\$475.00</b>	<b>Submit</b>
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Course Name	Meeting From/To Dates	Meeting From/To Times	Fee	Status
Animal with Attitudes	August 29 - December 09	3:30 PM - 4:30 PM	\$475.00	Submitted

Add or Modify Courses / Programs

If you wish to drop a course, contact Lara Afifi at 713-328-5840 or [lafifi@awty.org](mailto:lafifi@awty.org).