



- To create a new application for participation in Waterfront Learning, visit <u>http://waterfront.geniussis.com.</u> Please read the disclaimer, "Welcome to Waterfront Learning" at the top of the page prior to beginning the Online Application.
- 2. To enroll in a course, you must first create an account. Select, "Please click here to create your new account and agree to the terms of enrollment" to begin the online application process.

WELCOME TO WATERFRONT LEARNING!	Logn
We are happy you have desided to join us, and we are looking forward to providing you with a comprehensive and revealing learning experience.	Login
For parents and guardians, arealing your account is the first step. Once you have your account, you will be able to login and create an application online for your student.	Login
Note: By completing and submitting an online application for a student you are agreening to the following Waterfront Learning terms and procedures:	Boroot your Looin and/or Password?
Studients SUCI taek district approval of courses prior to Waterford Learning dates not laced grades not deset the program among week. Of closed provide onto its date at the second studient is set of the second studient of the Water and registration. Water and registration. Water and studient, parent, and sticol registrational Tubin advecting prevent, and sticol registrational Tubin advecting prevent. Suci at studient without an the and studient, growth, and sticol registrational studients and Tubin advecting sources that at studient without an the and studient of statistic and growth should at studient without the studient of statistic and growth should at studient without and the statistic and the amount of the studient studies and and the studient of the studient and the studies and the studient of the studient prevention of the studies and the studies and the studient prevention of the studies and studies and the studies and the studies and the studies and the studies and the studies and the studies and the studies and at studies and the studies and the studies and the studies and the studie	News and Announcements 5. Family Statist - Colline Highman Programmer 5. Family Statist - Colline Highman Programmer Rease seles Unix Keystons term. shan
often pour aturdantia enrollmenti has been piocessed, this account enrollmen per la recentitar progress, attandares, basker intermentingeness at	01/21/3014 - Spring Credit Recovery is now openilli Please select the Spring Credit Recovery term when enrolling.
New to WATERFRONT LEARNING?	 10/18/2013 - Attention students, parents and district staff. Waterfront Learning is new using Genus for invoking jurpose.
"If you are district or school personnel interested in creating an account and acrolling is student, plasse contact Waterfront Learning al WFUndgrauUnet. Please click here to create your new account and acree. Is the terms of enrollment	et is a planshalter trivia filozi e praded

3. The first account created is the *Guardian Account*. This is the account you will utilize to monitor your child's progress and grades, and submit payments. Please enter your information, and create a username and password that you will remember. You will enter your child's information later in the process.

Please your us login an	complete the following required fields to create er account. With this account you will be able to id create an application for your student(s).		
Last Name* First Name*			
Email Address*		Enter all Gu information	ardian
Login*		to create a	ccount
Password* Confirm Password*			
Your ar your ide speak t Secret Question*	nswer to the secret question will be used to verify antity in case you forget your password or need to to us.		
Secret Answer*	Create		

4. <u>Student information</u> is to be entered on the page titled *Create New Application*. <u>All fields highlighted</u> <u>are required to complete the application</u>. <u>Please note that you will need your child's counselor name,</u> <u>email, and phone number for this section</u>.

Create New Application	eny Intermediate Unit esearch for Education				neno, totti Mon Log
Create new Application Contact School Make a payment	CREATE NEW Please complete our online Required fields are shown in	AppLICATION application below. You don't need yellow.	t to create a new application for an existing or returning st	udent.	
Edit Account	🙎 Basic Information	1			
Add Guardian	First Name:		Last Name:		
School Calendar	Preferred Name:		Middle Name:		
	Gender:	Select 🔻	Date of Birth:		
External Links	PPID:		NCAA Eligibility:	Select 🔻	
	Part time/full time:	Select 🔻	Person completing this enrollment request:	Select 🔻	
	Notes:				
					1

 For the Academic section of the application, select the "School" as <u>Waterfront/Summer School</u> and select your district under "Affiliation". If your district is not listed, please select <u>Other</u>, and enter the district name.

		Expected Graduation:	
Grade Leve	l: Select	PA Secure ID:	
Schoo	I: Waterfront/Summer School	Affiliation:	Other
		Affiliation Name:	

- 6. Click *Save* at the bottom of the page to create the account.
- 7. Your child will receive an Account Creation email with the <u>Student Account</u> login credentials. These credentials will be utilized to access all coursework. Please note that your child will receive a <u>Course</u> <u>Registration</u> email when their course is available to begin. This will be sent within 24 hours of the published course start date.
- 8. If you are not directed immediately to the *<u>Request Courses Page</u>*, click on *Request Courses* link on the left side menu.



9. Click on *Request New Course* link



- 10. Select the *Term* from the dropdown menu.
 - <u>2015-2016</u> Regular school year term
 - <u>*Recover Now! Option*</u> Credit Recovery programs students taking these courses have taken them before and are retaking to earn a higher grade.
 - <u>Summer Enrichment Option</u> Enrichment courses that students are taking to get ahead in their coursework for the next school year.

Course Reque	st	
School:	Waterfront	
Term:	2015-2016	The terms to choose from for Summer 2016:
Course:	Select	
Start Date:	4/4/2016	"2016 Summer Enrichment"
End Date:		
Approved:	Select Cancel	"2016 Recover Now" (credit recover)

11. Select the *Course* the student will be taking from the dropdown menu provided.

urse Reques	t		
School:	Waterfront	v	
Term:	2015 Summer Enrichment	v	
Course:	Select	v	<
Start Date:	Select Algebra I		
End Date:	Algebra I (Honors)		
Approved:	Algebra II Algebra II (Honors) American History		
	Anatomy & Physiology (1 Credit)		
	Astronomy & Natural Disasters (.5 Credit)		

12. The *Start Date* will automatically populate with today's date or the published program start date.

Course Request	
School: Waterfront	~
Term: 2015 Summer Enrichment	¥
Course: Algebra II	V
Start Date: 5/26/2015	

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13. Click *Save* to submit the course request.

18.



- 14. The course request should now be viewable on the *Request Courses* page.
- 15. To submit payment for the course, click on *Go To Payment Page*.



16. The balance due will be listed on the right side of the *Student Ledger*.

Student Ledge	er		and the second s
These are the lates	st transactions for this	Student:	Amount
02/27/2014	CHARGE	Enrollment fee for Credit Recovery Algebra II	\$225.00
			Balance Due: \$225.00

Enter your credit card information and click *Submit* to finalize your payment.
 You will be required to acknowledge Waterfront Learning's No Refund Policy before payment will be processed.

No refunds will be granted. The parent/guardian acknowledges that they have obtained written school district administration approval before a student enrolls in any course to be taken to satisfy district specific credit requirements and deficiencies.

Step 1: Select item			
Select the item you would like to pay for:	CURRENT BALANCE - \$225.00	•	
Step 2: Make Payment			
PAY WITH	CREDIT CARD:		
First Name:			
Last Name:			
Address 1:			
City			
Zipi			
Credit Card Type:	Select T		
Credit Card Number:			
CVV2:			
Expiration Month:	Select T		
Expiration Year:	Select		1
If a student notifies the program of the desire to withdraw prior to starting a course, as	mit		5 the student withdraws
within the first two w	eeks of enrollme		

19. Your child will receive a <u>Course Registration</u> email when their course is available to begin. This will be sent within 24 hours of the published course start date.