

Dear Parents,

We are so looking forward to having your child(ren) enrolled in Beth El's Religious School Program. If you enroll your child prior to July 1st, you will receive a \$50 discount for each child enrolled in the school. Enrollments must be completed by August 21st. Before you can enroll your child, you will need to log into your ShulCloud account and update your account information.

Logging Into our website:

1. Your e-mail address is your username.
2. If for some reason you do not remember your password for ShulCloud please:
Click on Forgot Password(If you have continued challenges resetting your password, e-mail office@bethelhebrew.org)

Religious School Enrollment

Go to <https://bethelhebrew.shulcloud.com>.

To register your child for Religious School from the main website, click on "My Account" to the far right on the Main Navigation bar.

On the next page you will see the "School Enrolment" button. Click on this button. Select the grade you wish your child enrolled in from the drop down menu. All students who are enrolled from third grade and beyond will need to be registered as members.

If you have more than one child being registered, you can select each child's grade on this page and the registration fee will appear in correspondence with your selections. Once you have finished selecting the registration class, click continue.

“Are you a Beth El Member” refers to the parent or guardian filling out the form. When you are finished filling out the required information, you will be able to submit the registration fee or you may click on “save for later.”

Next, click on “continue to registration fee” to be directed to a payment page. The registration fee is \$150, and it is deducted from your total tuition and fees. You may click on “bill to my account” to add the payment to your profile. You may click on credit card/authorize card to pay by credit card. If paying by credit card a 3.1% fee will automatically be included. If you choose “bill to my account” you will be billed later and can pay through your account, by check, without a fee directly to Beth El Hebrew Congregation. If you require special financial arrangements, please click **BILL YOUR TUITION TO YOUR ACCOUNT** and contact Liz Bayer, our Executive Director, at lbayer@bethelhebrew.org.

Once you have either billed to your account or paid, click continue. You will be directed to a page stating you have completed enrollment for your family and an administrator will review your application and confirm your enrollment. You will receive a follow-up email confirming receipt of your Religious School enrollment application.

In order for your child’s enrollment to be confirmed, you must be current in your dues and tuition payments. Please keep in mind that all rising **THIRD** grade families must be **MEMBERS** of the synagogue in order to enroll in our Religious School program.

We know you may have questions, and we encourage you to explore the new system. If you're having difficulty logging on, please give us a call at (703) 370-9400 during business hours and we'll be happy to help, or e-mail us at, rgoldstein@bethelhebrew.org.

L'shalom,
Beth El Hebrew Congregation