

Enroll Online for ECS Programs

Step 1 – Request* a SchoolCare Works account by emailing schoolcareworks@cherrycreekschools.org

*Include school, child's name, student ID, birthdate and CCSD siblings

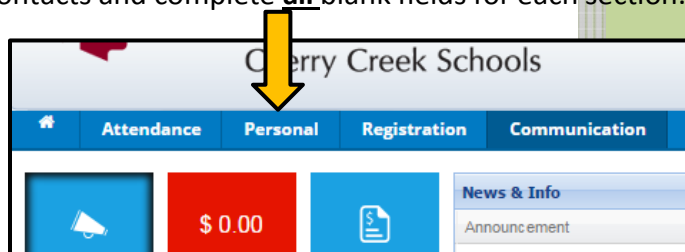
Step 2 – Login* to your CCSD Parent Portal account at: <https://my.cherrycreekschools.org/>

*Chrome, Safari, Firefox recommended. IE9 requires compability mode for registration


Step 3 – Click on the *SchoolCare Works* tile 



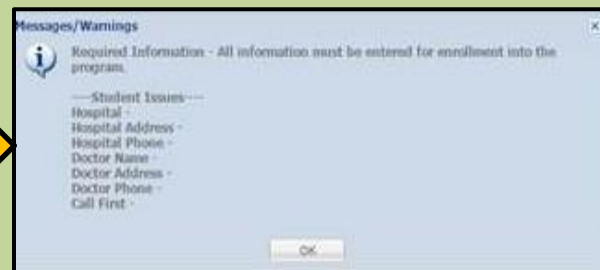
Step 4 – In SchoolCare Works, click on the *Personal* tab at the top. Select 'Update Information' for child, parent/guardians and contacts and complete **all** blank fields for each section. Repeat process for each child.



Step 5 – When all information is completed, click on the *Registration* tab at the top.

Step 6 – If information is missing, a message/warning will appear. 

Step 7 – If this message appears, return to the *Personal* tab at the top. Complete all required fields by selecting 'Update Information' for child, parent/guardians and contacts and save. Then return to *Registration* tab at the top.



Step 8 – Select the program, Before & After School or Kindergarten Enrichment*

Step 9 – Select the school where you are enrolling

*Kindergarten Enrichment requires an unlock code, email schoolcareworks@cherrycreekschools.org for code.

Step 10 – Select the student you are enrolling from the dropdown and click *Enroll*

Step 11 – Repeat the process for additional children if applicable.

Step 12 – Check the boxes to agree to terms and conditions and input your electronic signature.

Step 13 – When you have completed enrollment for all programs you wish to enroll with, select *Checkout*.

Step 14 – Enter your credit card information to pay the enrollment fee associated with the program you are enrolling with, select *Submit Payment*.

Step 15– You will receive an email to the address you provided at the checkout screen.