St.Mary Magdalene
CATHOLIC CHURCH

How to register online for The ROCK (Reaching Out for Christ)

1) Go to www.stmm.net. Click on the 'church website' on the left side of the page.
2) Put your cursor over 'Religious Education' on the top of the page. A drop down menu will pop up, click on 'Elementary Program.'
3) On the right side of the page you'll see the link: "2019-2020 The ROCK Online Registration." Click on that link.
4) You'll see a screen asking for an email/username and password. You have to create an account in order to login. Click on "Need a log in? Click Here."
5) If you used this system in the past, you can use the same user name and password. If you didn't record that password or forgot it, then you'll have to reset your password.
6) A text box that says, "Account Sign In" pops up. Here is where you have to enter your email address and first and last name. **IMPORTANT:** You must enter your first and last name exactly as it is in our parish database. For example, you may go by Liz, but you registered as Elizabeth. You may have to try each parent name before you get a match as well. If you do not get a match, please email Suzanne Will at will@stmm.net. We will look you up in the database and figure out what the problem is. *Please do not email/call the church office*.
7) Once a match is made, an email will be sent to your email address with a link to click on which will let you set your password. Please record your username and password somewhere in case you need it again at a later time. We will not have access to that information.
8) You will be prompted to sign in with your new username and password. Please sign in.
9) Your home screen will pop up. At the top left you'll see, 'I want to see……**Available Registrations'**. Please click on that.
10) You will see the registration forms are listed for all of our religious education programs at StMM. To the right of each form is a blue button that says, 'Register'. Please click on the form you wish to use.
11) All of your family members listed in the church database will pop up. Please click on the dropdown menu next to your child and click on what program you are registering them for. Click on 'next' in the bottom right of the screen.
12) Please fill out the questions on the next screen in full. Click 'Next" on lower right of the screen.
13) Click on the full payment for that program. Click, "Next"
    IMPORTANT: you must pay in full when using the online registration system.
    The next screen is your payment summary screen. Please click, 'Next'
14) Congratulations! You've completed your online registration for Religious Education for the 2019-2020 school year. You can print a confirmation from this last screen and an email will be sent to the email address you used with a confirmation as well.