Utopian Academy for the Arts
Enrollment
w/ *(Enrollease)*

Parent Manual

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How to register a new account

Lotter *ease*

Faculty

Applicants List

Registration

Login

Select the Lottery to view the applicants.

Lottery Name:

Submit

Click on "Registration"

rease

Faculty	Parents

Enter your information below to create an account. Note, this is not your Child's information.

First Name:

Last Name:

Address1:

Address2:

City:

State:

Zip Code (5-digit):

Phone (xxx-xxx-xxxx):

Email:

Email Verification (enter email again):

Password (don't forget this password):

Password Verification (enter password again):

Submit

(Fill it out) it *YOUR* information not your child's

Lotterease

Faculty

Applicants List
Account Info
Add Child
Logout

Enter your child's information below to add them to your account.

You will be able to enter additional children if necessary.

First Name:

Middle Initial:

Last Name: Smith

Date of Birth (mm/dd/yyyy):

Submit

(Your last name is already there)

Fill out *CHILD'S* info

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Faculty

- Applicants List
- Account Info
- **sam**
- Add Sibling
- Logout

You have added sam to your account!

Use this form to select a school you want to apply to. One child can apply to only one open lo

School Name: [▼]

Submit

Choose school

How to log in to an existing account

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Applicants List

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Login

Select the Lottery to view the applicants.

Lottery Name:

Submit

Click here

Lotter*ease*

Faculty

Applicants List

Registration

Login

Forgot Password

To view all applicants in a Lottery click 'Applicants List' to the left.

Login to enter into your account. If you do not have a password, click 'Registration' to get one

Email:

Password:

Submit

LOG IN OF COURSE

Forgot password?

Lotter*ease*

Faculty

Applicants List

Account Info

sam

Add Sibling

Logout

Click your child's name on the left to view their lottery entries.

Select an action for your account.

⦿ View Account History

Action:

○ Edit Account

○ Cancel Account

Submit

You are now logged into your account!