**On-Line Registration**

Family that are registered in the Parish can registered online.

Go to – [www.sanbernardino.parishsoftfamilysuite.com](http://www.sanbernardino.parishsoftfamilysuite.com)

Create a user account by following the instruction.

With your username and password Login

My Own Church

Click on the “Family Detail” tab – check information is current if not click on “edit detail” on the bottom and make the appropriate changes. **Please update email**. Under “Member Detail” you can do the same when finish click on the “Close” button.

Click on the “Faith Formation” Tab

Click on On-Line Registration

Step One – If no changes needed go to

Step Two – term “2022 – 2023”

Step Three – pick your child’s name, grade in school and pick a class preference

Click on “Save Student” button

Repeat for each child when complete click on “Submit Registration”

We will contact you when the class has been confirmed and you will receive an invoice in the mail for payment.

Thank you