2020-2021 Re-Enrollment Instructions

1. When you log on to your "MyBackpack" account please click the "Enrollment/Re-Enrollment" section on your home page.

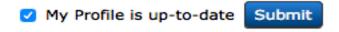
My Forms/Documents

Admissions Inquiry
Admissions Applications
Enrollment/Re-Enrollment
Program Registration

2. Once you are in Enrollment/Re-Enrollment, you will enter a screen that looks like this:



- 3. Please proceed to click on the red "X" and update your profile.
- 4. Once your profile is updated please check the box at the top of the screen that reads: "My Profile is up-to- date". And click Submit.



- 5. Once you have hit "submit" you should receive a green check mark "✓" and you should be able to proceed to view, complete, and submit your child's enrollment contract.
- 6. You should have the following view on your My Backpack portal once you have completed the Re-Enrollment process:

Review	View	Deposit	Online
Profile	Contract	Received Date	Payment
3		1/12/2018	PAID

If you have further questions please contact Charlotte Benziger at cbenziger@carrollwooddayschool.org or (813)-920-2288 ext. 248