

Sign up for Community Activities

1. Open Veracross: <https://portals.veracross.com/nis>
2. Login with your Veracross username and password

Veracross © 202

3. From the Catalogs and Sign ups, find “**Community Activities Sign Ups**”

Home

Catalogs and Sign Ups

Students Activity Gr1-5 Cycle 2 Catalog	Students Activity Gr1-5 Cycle 2 Sign Up
Student Activity Gr6-12 Catalog	Volunteering Sign Up
Volunteering Catalog	Student Activity Gr6-12 Sign Up
Sports Teams Catalog	Sports Teams Sign Up
Community Activities Catalog	Community Activities Sign Ups

4. Click on “Launch Signup”



Community Activities Registration

Test Student	Student - Grade 5	Launch signup →
Cindy Kong		Launch signup →

5. You will see activities list with information about seats available and activity schedule time. **Click on checkbox** for the activity you want to sign up >> **Continue**



Community Activities selection for Test Student

Please click on "i" next to the activity to check information about activity location, teacher and time. You can also find more information on blue board in center foyer. If you have any question or inquiry please send email to cac@nanjing-school.com (Christine Ge).

You can cancel selection and return to the [home page](#).

Basketball Mini Club Sat.9:00am-10:00am ⓘ	Free	<input type="checkbox"/>
Nov 7 - Dec 12	Grade 4 - Grade 5	2 seats available
Saturday	9:00 am - 10:00 am	
Soccer NIFC K2-G12 ⓘ	Free	<input checked="" type="checkbox"/>
Oct 24 - Jan 30, 2021	Kindergarten - 2 - Grade 12	19 seats available
Saturday	10:00 am - 12:00 am	

Continue

6. Click “Continue to Confirmation” (If you want to change your sign up, you can click on “Edit selection”)



Community Activities selection review for Test Student

Soccer NIFC K2-G12 ⓘ Free

Oct 24 - Jan 30, 2021 19 seats at

Saturday 10:00 am -

[Edit selection](#)

Click here only if you want to change your activity sign up

Continue to Confirmation

This screenshot shows the 'Community Activities selection review' interface. It lists a 'Soccer NIFC K2-G12' activity for the period of Oct 24 - Jan 30, 2021, with 19 seats available. The activity is scheduled for Saturday at 10:00 am. There is an 'Edit selection' link and a 'Continue to Confirmation' button. An orange box highlights the text 'Click here only if you want to change your activity sign up' with an arrow pointing to the 'Edit selection' link. Another orange arrow points to the 'Continue to Confirmation' button.

7. Click on “Confirm Program Selections”



Program and Fee Summary for Test Student

SOCCER NIFC K2-G12 ¥0.00

TOTAL	¥0.00
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[Edit selection](#)

ⓘ Once you submit your selections you cannot change them.

Confirm Program Selections

This screenshot shows the 'Program and Fee Summary' page. It lists 'SOCCER NIFC K2-G12' with a fee of ¥0.00. A yellow highlighted row shows 'TOTAL' with a fee of ¥0.00. Below this is an 'Edit selection' link and an information box stating 'Once you submit your selections you cannot change them.' At the bottom, there is a 'Confirm Program Selections' button with an orange arrow pointing to it.

8. Congratulations! You have successfully sign up for the activity. **Please enter your email address to get the registration info.**
9. You can return to the “Home Page” to see the activity you have signed up for.

Congratulations! You have successfully sign up for the activity

Registration Confirmed for Test Student

✔ Registration Confirmation Number: 28933

Program and Fee Summary

SOCCER NIFC K2-G12	¥0.00
TOTAL	¥0.00

Enter your email address here to get email of your registration

Email Receipt

If you'd like to email a link to this receipt page to yourself or anyone else, enter the email address here and click Send.

🏠 You can return to the [home page](#).

Return to Homepage to see your registered activity



Community Activities Registration

Test Student	Student - Grade 5	Launch signup ➡
Registered for 📅		
Oct 24 - Jan 30, 2021	Soccer NIFC K2-G12	Enrolled
Cancel My Registration		Launch signup ➡