

Adding a New Student in our Parent Portal

Go to <https://prereg.championsinmotiononline.com/>.

Enter your Username and Password to log into your parent portal.

Upon logging in, you will see the following:

Add Children

You need to have at least ONE CHILD connected to your account to continue. Please add one now.

Student Look Up

Student ID
Student ID

First Name*
First Name

Last Name*
Last Name

--with--
Phone Numbers* (please enter at least 1)

Phone Number 1: [] - [] - []

Phone Number 2: [] - [] - []

Phone Number 3: [] - [] - []

look up

Enroll New Student

Complete

Only use the search feature if your child has already been in our classes before, or if they are currently already enrolled in a class. If your child is already in your parent account, do not add another student.

- Enter your child's first and last name
- ***Do not worry about entering a Student ID*** unless it has been provided by our Accounting Department or by your Instructor
- Enter your phone number
- You will receive the option to choose your child if your child is already in our system
- If you don't see your child's name, he/she may not be in our system so you will need to enroll them by following the Enroll New Student Process on the next page

If you know your child has never been in our classes, click on the blue "Enroll New Student" button.

look up

Enroll New Student

Complete

The following screen will come up.

New Student Registration

To protect your privacy, we will not display the address of the student.
If you wish to change / update our records please complete the form and click on update.

Student Name*

Birthday

Age*

Address*

City*

State*

Zip*

Parent's Name

Parent's Email
Primary Channel to receive important notifications

Child's School
click **SCHOOL UNKNOWN** if you do not know

Cell/Opt-In # - -
 Ok to receive SMS Text notifications

Alternate #* - -

Class Number

Medical / Disability

Champions In Motion welcomes students with medical conditions and or disabilities. In order to better accommodate these students, we need to be aware of any possible limitations.

Medical Disability

Limitations

*required field

Add Sibling or Complete

- Enter all required information
- If you see an asterisk (*), that information is required
- Please note there is an asterisk beside "Alternate #"
- After all required information has been added:
 - If you are adding more than one child to your account, choose "Add Sibling"
 - Otherwise, choose "Complete"