

ENROLLMENT INSTRUCTIONS

Please follow the steps below to enroll your member(s) for the Whittier Area Literacy Council.

- STEP #1** Click on the following link to access the Parent Portal: <https://bgcwhittier.my.site.com/V2/s/login-home>
- STEP #2** Click on the “create account” button and enter your information. You will receive an email to verify your account and create a password. If you already have an account, please login and continue to step 3.
- STEP #3** Click on “browse program registrations”, select “Whittier Area Literacy Council”, select “2024-2025 Programs”, then “College and Community Programs”, then “Whittier Area Literacy Council”, and click “enroll”.
- STEP #4** Click “add household member”, enter the member's name and birthdate (repeat if enrolling multiple members), and click “next”. If you already have members listed, please select which members you would like to enroll.
- STEP #5** Answer all membership questions for each member that is being enrolled. Any questions marked with a **red asterisk (*)** are required and must be completed. If enrolling multiple members, fill out questions for the first member, click the second name at the top of the screen, and fill out their questions, etc. Then, click the “next” button.
- STEP #6** Sign all contracts and waivers listed. Once completed, click the “finish” button. Click the “send” button on the following screen for your email confirmation.