

# PREP REGISTRATION NOW OPEN

Welcome to the St. Ambrose Parish Religious Education Program (PREP)! PREP provides resources for families to grow in discipleship. Registration is open for families with children entering grades 1-8.

Families with children in Levels 1,2,4,5,6 participate in “A Family of Faith,” which provides parents/guardians with formation opportunities that build community while empowering them to explore faith lessons with their children in the home setting.

Families with children who have completed Levels 1 and 2 are eligible to participate in Level 3 Sacraments to prepare for the reception of First Reconciliation and First Eucharist.

Families with children entering Level 7 will explore Theology of the Body for Teens in which middle school students discover God’s plan for love and life.

Families with children who have completed Levels 1-7 are eligible to participate in Level 8 Confirmation preparation.

## **Registration is completed online. To Register Using a Computer:**

(Please note that the software does not always play nice with smart devices.)

- Visit <https://allentown.parishsoftfamilysuite.com>.
  - If you previously created a My Own Church account, then log in.
  - If you need to create a My Own Church account, then click on “New User” and submit your account information. You will then receive a temporary password in your email to complete your account setup.
- Once you are logged in to My Own Church, open the “Religious Education PREP” tab.
- Click on “Online Registration” and provide the requested information for each student. Please note that the system prompts you to enter a first, second and third choice. However, you only need to indicate your first choice.
- Once your registration request is reviewed, you will receive an email confirmation.

## **To Submit PREP Tuition:**

- If you previously set up your parish online giving:
  - Return to the My Own Church home page.
  - Open the “My Offering” tab.
  - Click on “Online Giving” and open the “Give Now” tab.
  - Select “**PREP**” from the Funds drop down menu to ensure that your payment is not considered a general donation.
- To set up online giving:
  - Visit <https://giving.parishsoft.com/app/giving/stambrose>
  - In the “Sign In” tab click on “Don’t have an account? Create one” and submit the required information.
  - After your online giving is set up, follow the instructions above.
- To pay by check: Make the check payable to St. Ambrose Church and write “PREP” on the memo line.

If you experience technical difficulty or have questions, please contact Mary Ellen Johns, Director of Religious Education. [stambroseprep@comcast.net](mailto:stambroseprep@comcast.net) 570-385-1031 x 4.