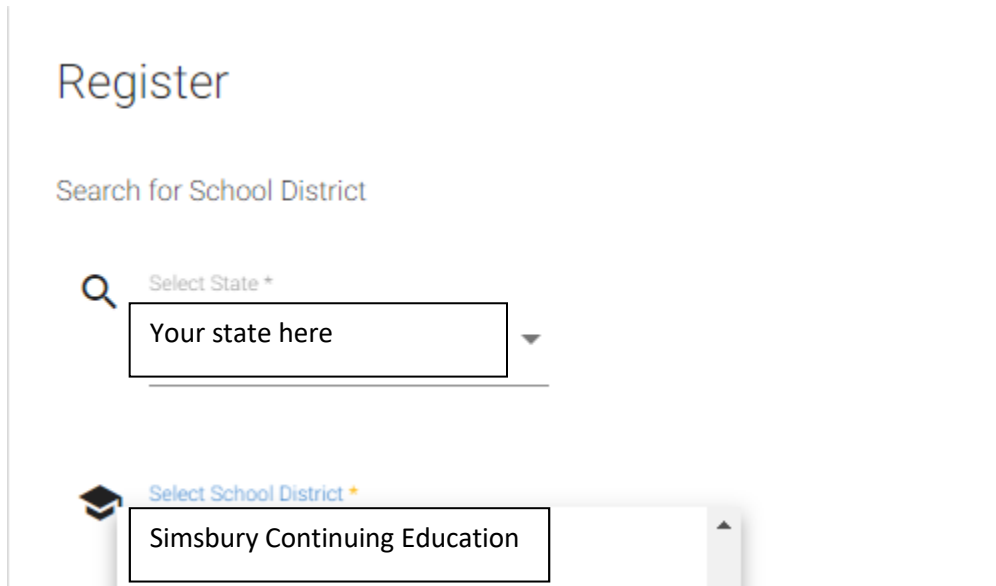


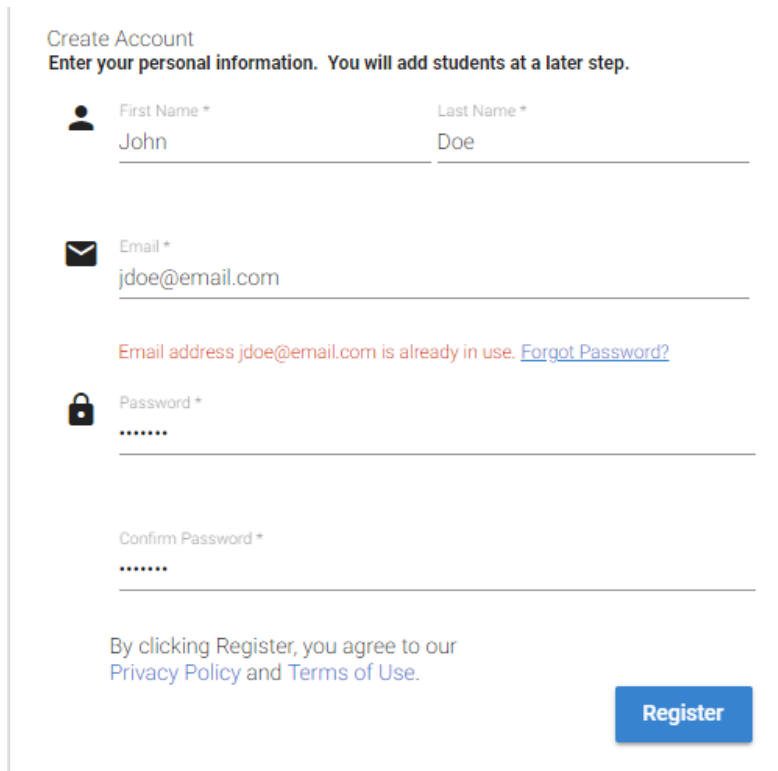
Step 1: Visit www.mypaymentsplus.com and click “register now”

Step 2: Select your state and then find "Simsbury Continuing Education" in the dropdown menu.



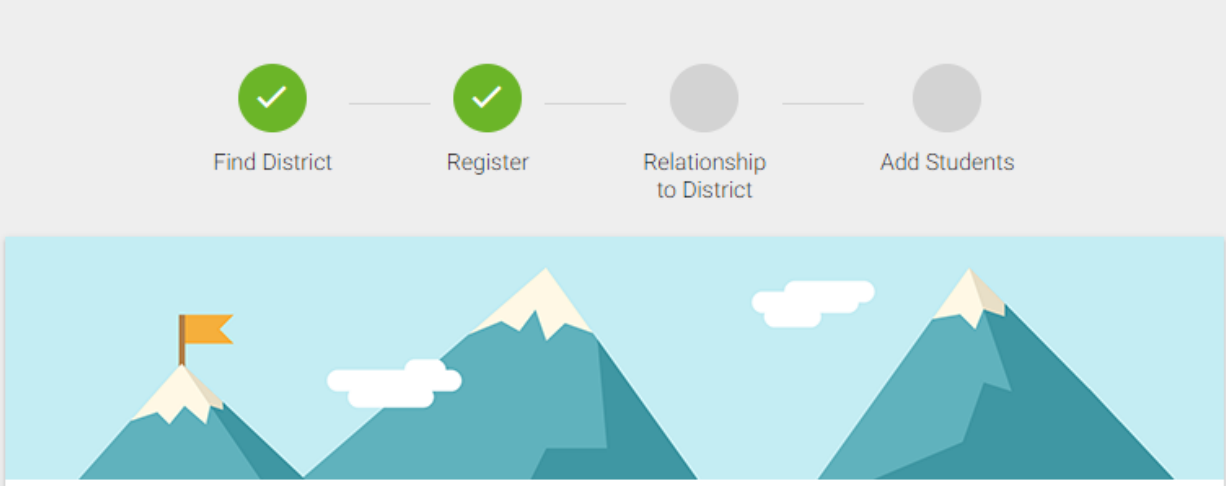
The screenshot shows the 'Register' page. At the top, it says 'Register'. Below that is a search bar labeled 'Search for School District'. There are two dropdown menus. The first is labeled 'Select State *' and contains the text 'Your state here'. The second is labeled 'Select School District *' and contains the text 'Simsbury Continuing Education'.

Step 3: Enter your first and last name along with your email address. Create a password that is at least seven characters and includes at least one number. Double-check that everything is accurate before continuing to the next step.



The screenshot shows the 'Create Account' page. It says 'Create Account' and 'Enter your personal information. You will add students at a later step.' There are four input fields: 'First Name *' with 'John', 'Last Name *' with 'Doe', 'Email *' with 'jdoe@email.com', and 'Password *' with '.....'. Below the email field, there is a red error message: 'Email address jdoe@email.com is already in use. [Forgot Password?](#)'. Below the password field, there is a 'Confirm Password *' field with '.....'. At the bottom, there is a blue 'Register' button. Below the button, it says 'By clicking Register, you agree to our [Privacy Policy](#) and [Terms of Use](#).'

Step 4: Select the "Guest" option. Click next after making the appropriate selection.



Your Account has been Created!

We've sent a welcome email to the address you provided.

This site will work best if we know your relationship with (Check all that apply)

- I am a **Parent or Guardian** with student(s) in Cobb County Schools
- I am a **Student** in the district
- I work in the district (**Staff Member**)
- I'm a **Guest** interested in district activities and/or I want to support the district

[Next](#)

At the next screen (Add Students) select the "Skip for Now" button.

Congratulations! Your MyPaymentsPlus account has been successfully created!