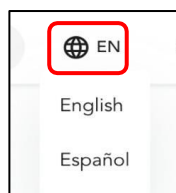


Pre-Registration Process Guide

1. Using any Internet-connected device, go to <https://prek.alacounty.alabama.gov/>.

This is the landing page.

Click the globe beside “EN” in the upper right corner of your screen to select Español and have the form displayed in Spanish.

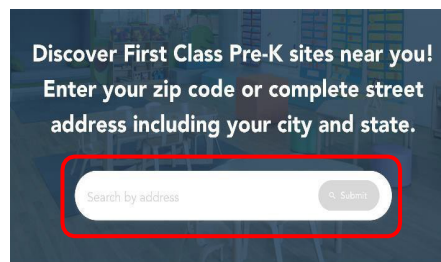


2. To search for First Class Pre-K sites, click “Search for sites” or begin pre-registration by clicking “Create an Account to Begin Pre-Registration.”

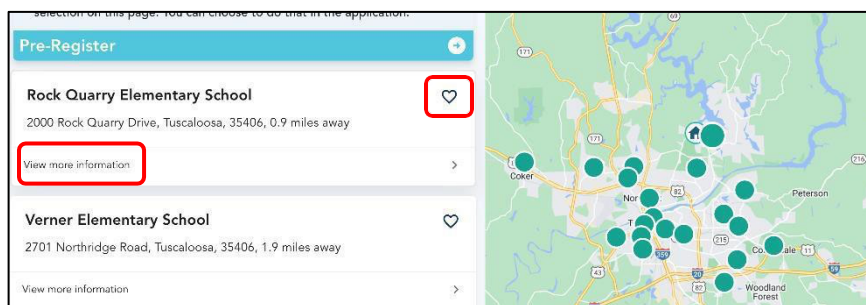


3. To search, enter a zip code or complete address in the search box.

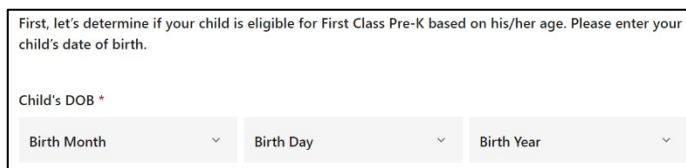
A list and a map view will display sites near the address as well as distance from it.



4. Sites may be selected by clicking the heart so they will appear in the pre-registration application. More information about the site can be viewed by clicking “View more information.” The map is interactive and will zoom in or out to change the area being viewed.



5. After selecting “Pre-Register,” enter the child’s date of birth to verify eligibility based on age and school year.



6. Once eligibility is verified, create a parent account by entering the information requested.

Create a parent account:

Create an account using parent's first and last name to pre-register and select First Class Pre-K site(s) where you are interested in having your child(ren) attend. Note: It is very important that names are spelled correctly and capitalized properly because information goes into the registration database exactly as entered. [Log in if you already have an account.](#)

First name Last name

Email

Password

Confirm password

The password must be 8 characters with 3 out of 4 of the following: Lowercase characters, Uppercase characters, Numbers, Symbols.

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

7. The pre-registration process will allow a copy of the child’s birth certificate and proof of residence to be uploaded, or these may be presented at the program site at a later date.

Child - John

Upload child's birth certificate:

Pre-registration may be submitted without uploading this document. If you do not provide this information now, you will be required to provide it to the program once accepted. After adding a file, click the green upload button before clicking Next.

Drop files here or [browse files](#)


Click “browse files” and select the document or image on your device to be uploaded.

Child - John

Upload child's birth certificate:

Pre-registration may be submitted without uploading this document. If you do not provide this information now, you will be required to provide it to the program once accepted. After adding a file, click the green upload button before clicking Next.

Cancel 1 file selected + Add more



Click the green “Upload” button.


Then click “Done.”

Child - John

Upload child's birth certificate:

Pre-registration may be submitted without uploading this document. If you do not provide this information now, you will be required to provide it to the program once accepted. After adding a file, click the green upload button before clicking Next.

Upload complete + Add more



✓ Complete

8. Information must be reviewed and confirmed. Then the pre-registration form may be submitted.

Confirm your pre-registration information.

By submitting this application, you attest that the information in this application is correct to the best of your knowledge.

☒ I agree