

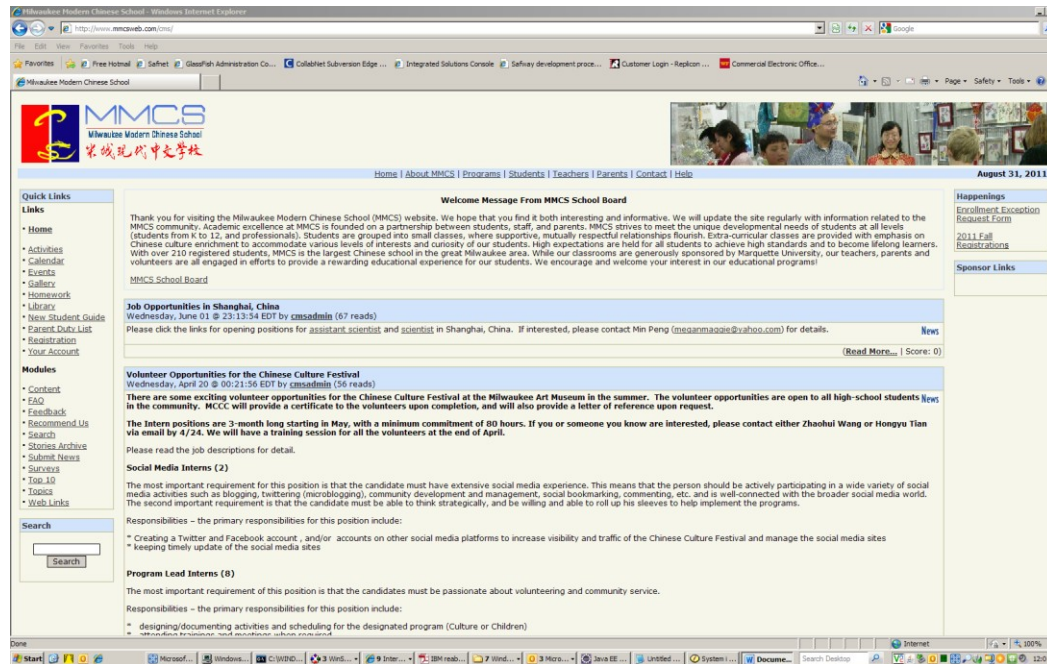
MMCS registration instruction

Registration Instruction:

1. Open web browser and type the web address

<http://www.mmcsweb.com>

You should see following screen with “2011 Fall registration” on the upper right corner.



The screenshot shows the MMCS website homepage. At the top, there is a navigation bar with links for Home, About MMCS, Programs, Students, Teachers, Parents, Contact, and Help. The date August 31, 2011 is displayed in the top right corner. The main content area features a welcome message from the MMCS School Board, followed by several announcements: "Job Opportunities in Shanghai, China", "Volunteer Opportunities for the Chinese Culture Festival", "Social Media Interns (2)", and "Program Lead Interns (8)". A search bar is located on the left side of the page. The bottom of the page shows the Windows taskbar with various open applications and the system clock.

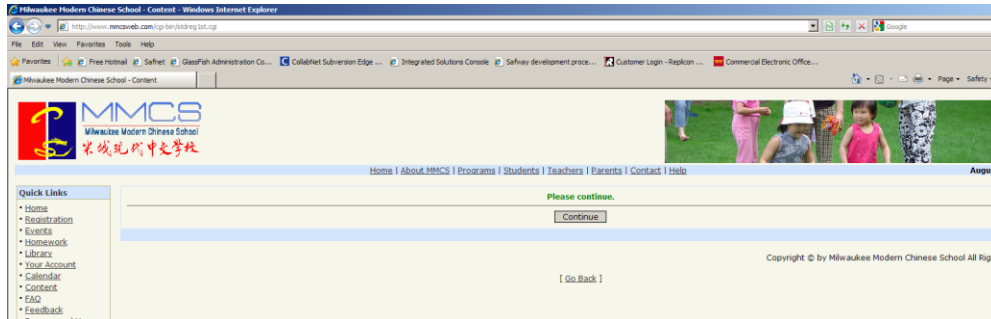
2. Click the registration link, you will see your login page (if you haven't logged in yet).

MMCS registration instruction

3. Type user email address and password and Click on “Login” button. **(If you are existing user, please use your existing User Name and Password. DON'T create a new user account, otherwise, you might have registration error) Please email webadmin@mmcsweb.com if you can't remember your user account).** After login, you should see following page:

4. Fill the form and Click on “Agree and Continue Registration” button to the next page

MMCS registration instruction



5. Click on “Continue” button of the page above. You will see the following page with all the students from your family.

A. Adding new student

You may add a new student by typing “First Name”/”Last Name” and selecting class/extra class of the first row, and then click on the “Enroll New” button.

B. Signing up/Changing class for existing student

To signup class/change class for existing student, simple find the student on the list and select the class/extra class for the student, then click on the “Register” button on the same row of the student. To sign up another existing student, repeat the signup existing student process.

C. Email the invoice

After signed up all the students, you can ask the email for invoice by clicking on “Invoice” button. An Email will send to your user account email address.

MMCS registration instruction

MMCS Milwaukee Modern Chinese School 荣成现代中文学校

Home | About MMCS | Programs | Students | Teachers | Parents | Contact | Help August 31, 2011

You can enroll new class or register class. Person with 'OK' type has been registered successfully. Please return to [Registration](#) page or click invoice button for the amount due.

Student ID	First Name	Last Name	Chinese Name	Class	Extra Class	Type	Action	Status
New student				none	none		<input type="button" value="Enroll New"/>	
00771	first	first		none	none	ok	<input type="button" value="Register"/>	
00772	second	second		none	none	ok	<input type="button" value="Register"/>	

Show and e-mail me the invoice

* Adv. Dance is a 12-week class (It is for the first 12 weeks of the semester).

Tuition of this semester is \$130.00 for the 1st student, \$125.00 for additional students in same family with same family name. Contact MMCS if your kids have different last name, \$35 for extra class(Dance, Art, Chinese Instrument, Chess I, GO), \$60 for Adv. Dance (This is a 12 week class: first 12 weeks of the semester), \$20 for Chinese Yo-Yo, \$90 for Adv. Chess, \$33.00 for pre-k, \$215.00 for Daily Chinese student, \$190 for additional students in same family with same family name. A \$20 security and clearing duty deposit will be collected. See parent duty for detail.

[Go Back]

Copyright © by Milwaukee Modern Chinese School All Right Reserved.

6. Please email webadmin@mmcsweb.com for assistance.