

**NOW AVAILABLE:
Online Registration and Payments**



To make an online payment follow these simple steps:

- Visit our Web Store at <http://jeffcityschools.revtrak.net>
- Click on the **Jefferson Academy** button, then **JA Summer PLUS Registration**
- Make payment using a **Discover, VISA, or MasterCard** debit or credit card

Continue reading for detailed registration instructions



Please visit the Jefferson City Schools website for future updates!

Jefferson City Schools

main.jeffcityschools.org

345 Storey Lane

Jefferson, GA 30549

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Instructions for Enrolling in the JA Summer PLUS Program

- Go to the Jefferson City Schools Web Store at <https://jeffcityschools.revtrak.net>
- Click on the **Jefferson Academy** button on the home page (see green arrow). Then, click on the **JA Summer PLUS Registration** button on the next page.



- Click on the **JA SUMMER PLUS** link on the first page. Then, select **JA SUMMER PLUS 2017**.



- On the next page, select the **Click Here to Register** link



- You can **create an account** or use an **email address and password to login to an existing account**. If your student was registered in JES PLUS for the school year, you can use the same account to register them for Summer.
 - Next, select the name of the person who will be enrolled in the class.
The name of the selected participant MUST be the name of the Person attending the course.
 - You may also **add a new person** if they are not currently set up in your account
- Fill out all required fields, then click either **Check Out** to complete your transaction, or **Continue Shopping** to register another student.
 - **Note: Your Shopping Cart can always be found on the left side of your screen in the Navigation Bar**
- At the Shopping cart, verify all billing information. The last verification will be **“Complete Order”**.
If you do not click Complete Order, your registration was not complete and will not be processed.
- Your registration will be processed and a **Receipt** can be viewed and printed