

# Farmington Community Education Kid Connection Online Instruction Information [www.farmingtonkidconnection.com](http://www.farmingtonkidconnection.com)

This information will assist you in registering for Kid Connection, schedule non school days, view your charge & payment history, obtain receipts for your flex benefit plan & taxes, update contact information and register for additional Community Education classes.



# Log on to website at www.farmingtonkidconnection.com

## Step #1 Click on "My Account Information"

The screenshot shows a Microsoft Internet Explorer browser window displaying the Farmington Area Public Schools website. The browser's address bar shows the URL: <http://www.schooltoday.com/se3bin/clientgenie.cgi?schoolname=school59&geniestem=88&statusFlag=goGenie>. The website header features the Farmington Area Public Schools logo and the tagline "Developing Citizens of Integrity Who Excel in and Beyond the Classroom". A navigation menu includes links for Home, District Info, Schools, Learning, Community Ed, News, Parents, and Services. The main content area is titled "Welcome to Kid Connection!" and includes a photograph of children. A yellow arrow points to the "My Account Information" link in the bottom right section of the page. The taskbar at the bottom shows the Start button and several open applications, including Farmington Area Public Schools, Microsoft Outlook, Microsoft PowerPoint, and a calendar.

**FARMINGTON AREA PUBLIC SCHOOLS**  
*Developing Citizens of Integrity Who Excel in and Beyond the Classroom*

Home | District Info | Schools | Learning | Community Ed | News | Parents | Services

Community Ed > Youth > School Age Care

### Welcome to Kid Connection!

Farmington Kid Connection is a place where each child is a cherished and unique member of the team.

Each child in Kid Connection will be nurtured, kept safe, and encouraged to pursue their own interests and to develop friendships, independence and confidence.

Kid Connection participates in a Quality Matters Program offered through the University of Minnesota Extension. The Youth Program Quality Assessment measures the quality of youth experiences and promotes the creation of environments that tap the most important resource available to any youth serving organization—a young person's motivation to attend and engage. Kid Connection uses Quality Matters for resources to make this the highest quality out of school time program available.

Kid Connection (school age care) is open from 8 am-6 pm Monday – Friday including most non-school days and some holidays. Care is available at all elementary schools in the district.

**Register for Kid Connection School Year 2010-2011**

**School-Specific Kid Connection Web Pages**

- [Akin Road Elementary](#)
- [Farmington Elementary](#)
- [Meadowview Elementary](#)
- [North Trail Elementary](#)
- [Riverview Elementary](#)

**My Account Information**

**Summer 2010 Information**

- [Summer Field Trip Calendar](#)

**2010-2011 Registration Information**

- [2010-2011 Kid Connection Brochure/Rates](#)
- [2010-2011 Kid Connection Registration Form](#)
- [2010-2011 Non School Day Registration Form](#)
- [2010-2011 Kid Connection Automatic Payment](#)
- [Contact Us](#)

**Summer 2010 Information**

- [Summer Field Trip Calendar](#)

**2010-2011 Registration Information**

- [2010-2011 Kid Connection Brochure/Rates](#)
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- [Contact Us](#)

**Summer 2010 Information**

- [Summer Field Trip Calendar](#)

**Summer 2010 Information**

- [Summer Field Trip Calendar](#)

**Summer 2010 Information**

- [Summer Field Trip Calendar](#)

# Step #2 – Log In

Enter your Primary Phone Number and Password. Passwords were emailed to you at the time the account was created. If you do not remember your password click on “Forgotten password?” to have it emailed to you.

The screenshot shows a web browser window with the address bar displaying <https://www.farmingtonct.com/insight/registry/usersign.asp?atype=Plotype=>. The page title is "My Account - Microsoft Internet Explorer provided by ISD192". The browser's address bar shows the URL, and the page content includes the Farmington Community Education logo and a navigation menu on the left. The main content area is titled "My Account" and features a "Login" section. This section has two tabs: "Returning Users" and "New Users". Under "Returning Users", there are input fields for "Primary Phone:" (with a note "(10 digits, no dashes or parentheses)") and "Password:". Below these fields are "Login" and "Create Account" buttons. A link for "Forgotten password? Click Here" is located below the "Login" button. The footer of the page contains the copyright notice "© 2007. All Rights Reserved" and "Website Powered By A Finely Solutions, Inc. Admin". The Windows taskbar at the bottom shows the Start button, several open applications (My Account - Microso..., Calendar - Microsoft Out..., Microsoft PowerPoint - [...], Summer 2010, KC 57 Thisweek Ad.pub - ...), and the system tray with the time 10:13 AM.

# Step #3 – Account Information

Once on your “My Account” page take a moment to review and update account information. Make sure to save any changes you have made.

My Account - Microsoft Internet Explorer provided by ISD192

https://www.farmingtonce.com/insight/registry/profile.asp?atype=U

File Edit View Favorites Tools Help

My Account

Welcome, John

Shopping Cart Account Schedule Orders Balances Logout Catalog

Family Accounts: John C Doe, 6514603200 Add Family Member

**NOTE:** Due to Data Privacy and Security requirements, all accounts must have a unique combination of Home Phone and Password.

### General Information

Save Indicates Required Information

\* Home Phone: 6514603200 (Enter Only Numbers, Including Area Code)

Work Phone:

Account ID: 3987602880

Family ID: 8871869440

change password

\* First Name: John

\* Middle Name: C

\* Last Name: Doe

Gender: Male  Disabled

Birth Date: 1/11/1997 Age Group: Age 6-18

\* E-mail Address:

Registration confirmations and payment receipts are automatically sent when an e-mail address is provided. Your e-mail address will not be provided to any outside organization and is used only to send messages to you regarding program offerings and your account.

Check here if you choose not to receive email Marketing announcements. You will continue to receive email confirmations.

### Address Information

\* Address: 1234 5th Street

\* City: Farmington

Municipality:

A new municipality entered will replace a drop-down selection.

Done

Start My Account - ... Calendar - Mic... Microsoft Powe... Summer 2010 KC SY Thisweek... 2010-2011 Microsoft Excel ... 10:38 AM

# Step #4 – Register

If you are registering for Kid Connection, a non school day or another Community Education Class, click on “Available Courses/Online Registration” (a) on the left side of the webpage. If necessary you may need to change the program year with the drop down arrow. You can then select the program (b) and class you would like to register for.

The screenshot displays the 'Available Courses/Online Registration' page in a Microsoft Internet Explorer browser. The browser's address bar shows the URL 'http://www.farmingtonce.com/insight/registry/catalog.asp'. The page features a navigation menu on the left with various links, including 'Available Courses/Online Registration', 'My Account', 'New Account', 'Adult Basic Education (ABE/ESL)', 'Event Calendar', 'Facility Rentals', 'Farmington Youth Football', 'Home School Resources', 'Kid Connection Information (Before & After School Care)', 'Registration and Payment', 'Swimming Pool Information', 'Wee Tigers', 'Preschool/Stepping Stones', 'Contact Us', 'Class/Activities Evaluations', 'Wee Tigers Survey', and 'EDFE Survey'. A yellow arrow labeled '(a)' points to the 'Available Courses/Online Registration' link in the menu. The main content area is titled 'Available Courses/Online Registration' and includes a 'Welcome, John' message. A 'Program Year' dropdown menu is set to '2010-2011'. Below this, a list of available courses is shown, each with a red circular icon: '2010-2011 Wee Tiger Application' (Wee Tigers Application 2010), 'Farmington Music Academy' (Music Academy), 'Football- Farmington Youth Football' (Football - Youth Tackle - Grades 1-6), 'Kid Connection (SAC)' (Non-School Days, School Year 2010-11, Summer 2010), 'Time for Kids' (Time for Kids Program), and 'Young Americans Music Workshop' (Young Americans Music Workshop). A yellow arrow labeled '(b)' points to the '2010-2011 Wee Tiger Application' section. The footer of the page contains the copyright notice '© 2007. All Rights Reserved' and the text 'Website Powered By: Affinity Solutions, Inc.' The Windows taskbar at the bottom shows the Start button and several open applications, including 'Available Cou...', 'Calendar - Mic...', 'Microsoft Powe...', 'Summer 2010', 'KC SY Thisweek...', '2010-2011', 'Microsoft Excel ...', and 'Internet'. The system clock indicates the time is 10:46 AM.

# Step #5 – Registration History

To obtain receipts for your flex benefits plan, taxes or review charge and payment history click on “Schedule”.

My Account - Microsoft Internet Explorer provided by ISD 192  
https://www.farmingtonce.com/insight/registry/profile.asp?atype=U

File Edit View Favorites Tools Help

Available Courses/Online Registration  
My Account  
New Account  
Adult Basic Education (ABE/ESL)  
Event Calendar  
Facility Rentals  
Farmington Youth Football  
Home School Resources  
Kid Connection Information (Before & After School Care)  
Registration and Payment  
Swimming Pool Information  
Wee Tigers  
Preschool/Stepping Stones  
Contact Us  
Class/Activities Evaluations  
Wee Tigers Survey  
ECFE Survey

## My Account

Welcome, John

Shopping Cart Account **Schedule** Orders Balances Logout Catalog

Family Accounts: John C Doe, 6514603200 Add Family Member

NOTE: Due to Data Privacy and Security requirements, all accounts must have a unique combination of Home Phone and Password.

### General Information

Save Indicates Required Information

\* Home Phone: 6514603200 (Enter Only Numbers, Including Area Code)  
Work Phone:   
Account ID: 3987602880  
Family ID: 8871869440

change password

\* First Name: John  
Middle Name: C  
\* Last Name: Doe  
Gender: Male  Disabled  
Birth Date: 1/1/1997 Age Group: Age 6-18  
\* E-mail Address:

Registration confirmations and payment receipts are automatically sent when an e-mail address is provided. Your e-mail address will not be provided to any outside organization and is used only to send messages to you regarding program offerings and your account.

Check here if you choose not to receive email Marketing announcements. You will continue to receive email confirmations.

### Address Information


\* Address: 1234 5th Street  
\* City: Farmington  
Municipality:

A new municipality entered will replace a drop-down selection.

# Step #6 – Registration History cont.

Below you will see a list of class registrations for the program year listed. To go into the registration history click on the magnify glass to the right of the class.

The screenshot displays the 'My Account' page for Farmington Community Education. The page includes a navigation menu on the left with options like 'Available Courses/Online Registration', 'My Account', and 'Event Calendar'. The main content area shows account details for 'John C Doe' and a table of class registrations. A yellow arrow points to the magnifying glass icon in the 'Actions' column of the table row for 'KCMISY K-2'.

| Start Date | Class      | Class Name          | Status    | Balance | Actions   |
|------------|------------|---------------------|-----------|---------|---|
| 9/7/2010   | KCMISY K-2 | IVES KIG Connection | Confirmed | \$0.00  |  |

# Step #7 – Charges, Payments & Receipts

Here is your charge and payment history. Kid Connection charges are generated by the software on the Sunday after the week of care. Payments are processed to your card on file (generally) on the Monday **following** the week of care. To print off a receipt click on the paper icon to the right of the payment. This is your receipt and can be printed and sent in for flex benefits or kept for tax information.

**My Account**

Registration Summary

Welcome, CHNICE

Registration Details:

Account Name: John C Doe    Class Date: 9/7/2010 - 6/9/2011  
Status: Confirmed    Class Time: 9:00 AM - 6:00 PM  
Registration ID: 38-2289-44888    Class Days: Mon, Tue, Wed, Thu, Fri  
Registration Date: 7/14/2010    Location: Meadowview Elementary  
Class Name: MVES Kid Connection  
Class ID: KCMYSV K-2

Transaction History:

| Date Due                | Type             | Amount   | Method | Number | Action(s) |
|-------------------------|------------------|----------|--------|--------|-----------|
| 7/14/2010               | Order            | \$30.00  |        |        |           |
| 7/14/2010               | Payment          | -\$30.00 | Check  | 1111   |           |
| Current Balance: \$0.00 |                  |          |        |        |           |
| 9/13/2010               | Estimated Charge | \$44.00  |        |        |           |
| 9/19/2010               | Estimated Charge | \$55.00  |        |        |           |
| 9/26/2010               | Estimated Charge | \$55.00  |        |        |           |
| 10/3/2010               | Estimated Charge | \$55.00  |        |        |           |
| 10/10/2010              | Estimated Charge | \$55.00  |        |        |           |
| 10/17/2010              | Estimated Charge | \$55.00  |        |        |           |
| 10/24/2010              | Estimated Charge | \$22.00  |        |        |           |
| 10/31/2010              | Estimated Charge | \$55.00  |        |        |           |
| 11/7/2010               | Estimated Charge | \$55.00  |        |        |           |
| 11/14/2010              | Estimated Charge | \$55.00  |        |        |           |
| 11/21/2010              | Estimated Charge | \$55.00  |        |        |           |
| 11/28/2010              | Estimated Charge | \$22.00  |        |        |           |
| 12/5/2010               | Estimated Charge | \$55.00  |        |        |           |
| 12/12/2010              | Estimated Charge | \$55.00  |        |        |           |
| 12/19/2010              | Estimated Charge | \$55.00  |        |        |           |
| 12/26/2010              | Estimated Charge | \$33.00  |        |        |           |

Registry.Insight    Page 1 of 1

Community Ed - Kid Connection Tax ID#41-6007663  
6100 195th St W  
Farmington MN 55024

**Receipt**

To the Parent/Guardian of:  
John Doe  
1234 5th Street  
Farmington, MN 55024

Please consider this a receipt for a Payment on the following Kid Connection (SAC) class. Thank you.

Registration Date: 07/14/2010  
Class Name: MVES Kid Connection  
Class ID: KCMYSV K-2  
Class Date(s): 9/7/2010 - 6/9/2011  
Payment Date: 07/14/2010  
Payment Method: Check  
Amount: \$30.00  
Check Number: 1111

For questions or assistance  
contact the  
Kid Connection Office  
at (651) 460-3209