Registration steps

1. Open Internet Explorer or any other browser, and go to the URL: www.bibalex.org/libraries/chprograms

2. Under “Search Programs & Activities”, select:
   a. **Category:**
      - Mid-year activities
      - Summer activities
      - Parent’s Programs and activities
      - Competitions
      - Workshops
   b. **Course language:**
      - Arabic
      - English
      - French
   c. **Age:**
      - From 6 to 7 years old
      - From 8 to 9 years old
      - From 10 to 11 years old
   d. **Date:**
      - Choose from the calendar the day on which you want to search for activities
   e. Click Search.
   f. A list of all the available activities based on your search appears.
   g. Select the activity you want to register in.

3. A new page opens with all the information related to this activity:
   - Description of the Activity
   - Course date
   - Course time
   - Course location
   - Registration date
   - Age group
   - Available places
   - Register Tab.
   Note: if the registration has not started, you will find a phrase stating that the registration button is unavailable, because registration has not started yet.
   h. Click “Register”

4. Another page will open including:
   - ID Number: the child must enter the ID number on his/her membership card.
   - Date of Birth
   - Click “Submit”
   - A new page will show your name and contact information
   - Click on the **Confirm** button
   - A new page will open congratulating you on registering successfully