

Registration steps

1

Open Internet Explorer or any other browser, and go to the URL:

www.bibalex.org/libraries/chprograms

2

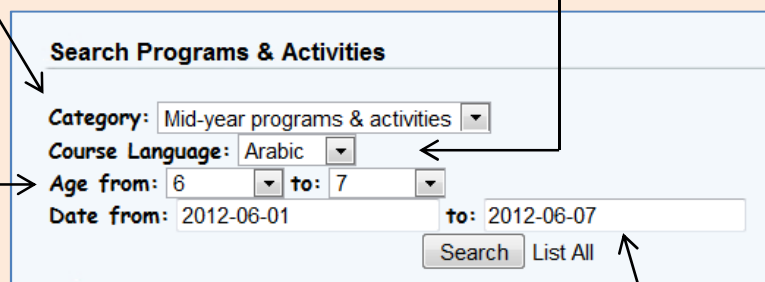
Under “**Search Programs & Activities**”, select:

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