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# 2026-2027 Registration Process

January 2, 2026

It is that time of year for the 2026-2027 Registration! We are excited to see current and new families during this process. During COVID, we changed our registration procedures. It worked so well that we are still doing it which means less waiting for you. Community Registration is February 6<sup>th</sup>.

Our registration process is a first come, first serve process. In years past, people would show up early in the morning and wait until registration began to get the spot they wanted. To avoid all the waiting, we decided to start giving out numbers in the morning so no one would have to wait for hours before registration. We are going to continue this plan with slight alterations.

**STEP 1-** We plan to start giving numbers at 7:00 am. If you arrive before 7:00am, the parking lot will be marked with cones to start making a line in your cars. When a director arrives at 7:00am, we will start handing out numbers to those waiting. We will have you print your name and a phone number on our form in case we need to contact you later. You will also be given an approximate time to come back and register that day.

**STEP 2-** We will start registration at 9:00am for the first group and then will have each additional group arrive every half hour. Again, we will let you know your approximate time based on what number you receive. We plan to register in the morning from 9:00- 11:00. We will pick up again at 1:00 if needed.

**STEP 3-** We will be doing registration in the Trinity Wing. As you enter the parking lot, it will be the first entrance on the far right. At your allotted time, please enter the doors and we will take the registrants in the order they were given earlier in the day.

**STEP 4-** Have your paperwork filled out along with a \$100 non-refundable registration fee (cash or check) per family. Registration paperwork is available on our website, [northminster.us](http://northminster.us) When it is your turn, you will be greeted by someone, and the registration table will be on your right. We will take your paperwork and let you know if your first, class choice is available. Please have another choice ready if the first one is not available. You may always be put on the waitlist if

your first choice is not available. You may take a spot in another class and still be on the waitlist for your first choice.

When written out it seems like a lengthy process, but it goes very quickly. It only takes 2 or 3 minutes to register. We try to make it as fair and painless as possible. If you have any questions, please call us at 309-691-6322 or email at [michellel@northminster.us](mailto:michellel@northminster.us) or [jessicas@northminster.us](mailto:jessicas@northminster.us)

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