

Willard PTO Web-Store

Online Registration Guide



Willard PTO
Web Store

Visit the Willard PTO Web Store to REGISTER ONLINE!

<https://WillardPTO.RevTrak.net>

Select the FLIP Program Button

FLIP- registration
opens Aug 29 at 7am

1. Click on the **FLIP Program** Button located on the Home Page.
2. Select the **Language** for which you wish to register.
3. Select the class for which you wish to register.
4. Select "**Click Here to Register**" to proceed with the registration process.

5. If you have not already logged into or created a RevTrak account, you will be prompted to do so now using your **Email Address** and **Password**.
6. Select the exact participant you wish to register for the selected class. You may also select "**A New Person**" if they are not currently listed in your account.

***NOTE:** The selected participant **MUST** be the name of the person attending the class.

Arabic 1/2- Beginner/Intermediate

Class #: 19-20-A012L

Date: 9/10/2019

Days: Tu

Time: 11:30 AM - 12:20 PM

Price: \$175.00

[CLICK HERE to Register for this Class](#)

- 7 Answer ALL required questions before clicking the **Add to Shopping Cart** or **Continue Shopping** buttons at the bottom of the page.
- 8 Within the **Checkout** screen, you can verify your billing address and **Select a Payment Option**, prior to hitting "**Place Order**".
- 9 When you click "**Place Order**", your payment will be processed and a **Receipt** will appear. Your receipt will also be emailed to the address on file.

CHECKOUT

VERIFY

Review & Submit

BILLING EDIT

BILL TO:
John Smith
1234 Main Street
Bloomington, NC 55113

PAYMENT METHOD EDIT

Please select a payment option

ITEMS

ACADEMIC SUMMER SCHOOL - JANE SMITH	\$100.00
Quantity: 1	
Smith, Jane 05/31/2017 - 07/29/2020 7:30 AM	

SUB TOTAL \$100.00

TOTAL \$100.00