

## Did you know you can register for Religious Education Online?

1. Go to the Religious Education page at [www.sainthubert.org](http://www.sainthubert.org) and click on the Register for the 2018-2019 School Year button. *(Some of this step may change if I add a homepage icon to RE Registration. )*

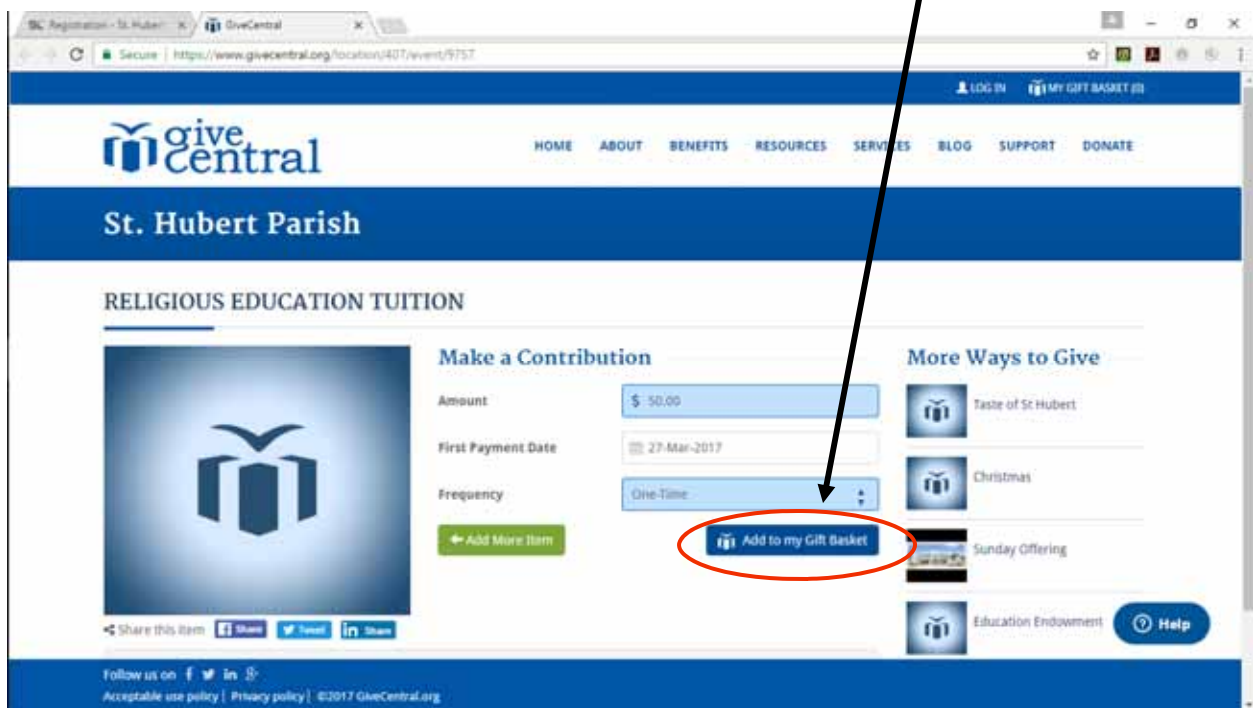


2. Complete the Registration Form, Emergency Contact Form, and If ANY children you are registering did not attend St. Hubert Religious Education or Youth Ministry Programs last school year, then it is essential that you complete the Sacramental Information Form.
3. Once these forms have been completed, click the Pay Religious Education Tuition button.

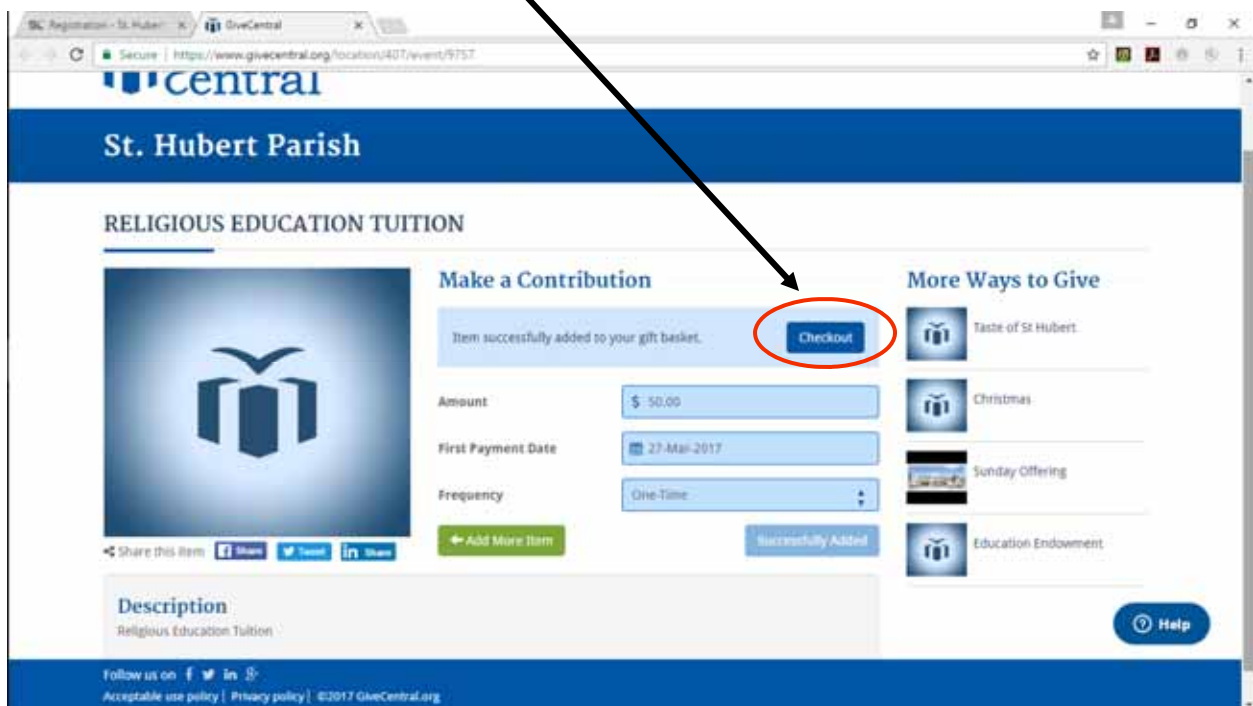


# How to Pay Religious Education Tuition Online

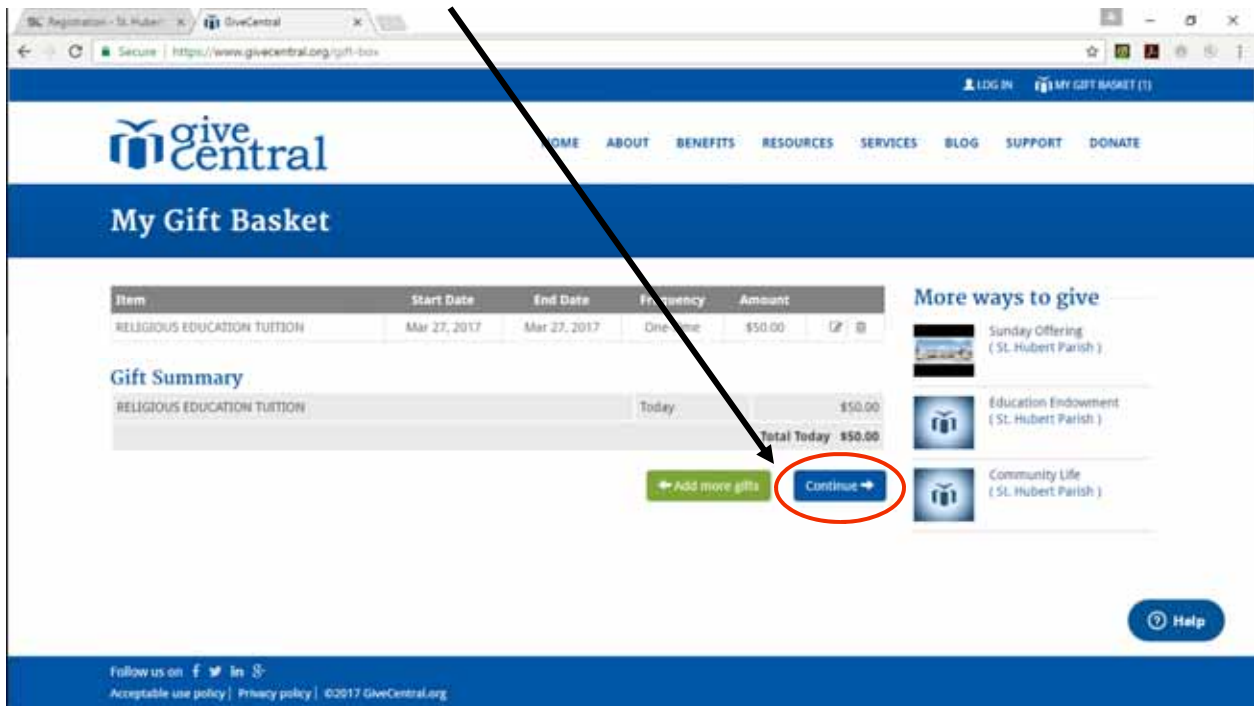
1. Click on Pay Religious Education tuition button. The screen below will appear. You can opt to pay the \$50.00 deposit as a one time fee, or select a different payment option from the drop down Frequency box if you wish to pay in full or setup a monthly payment plan. Click on the Add to my Gift Basket Button.



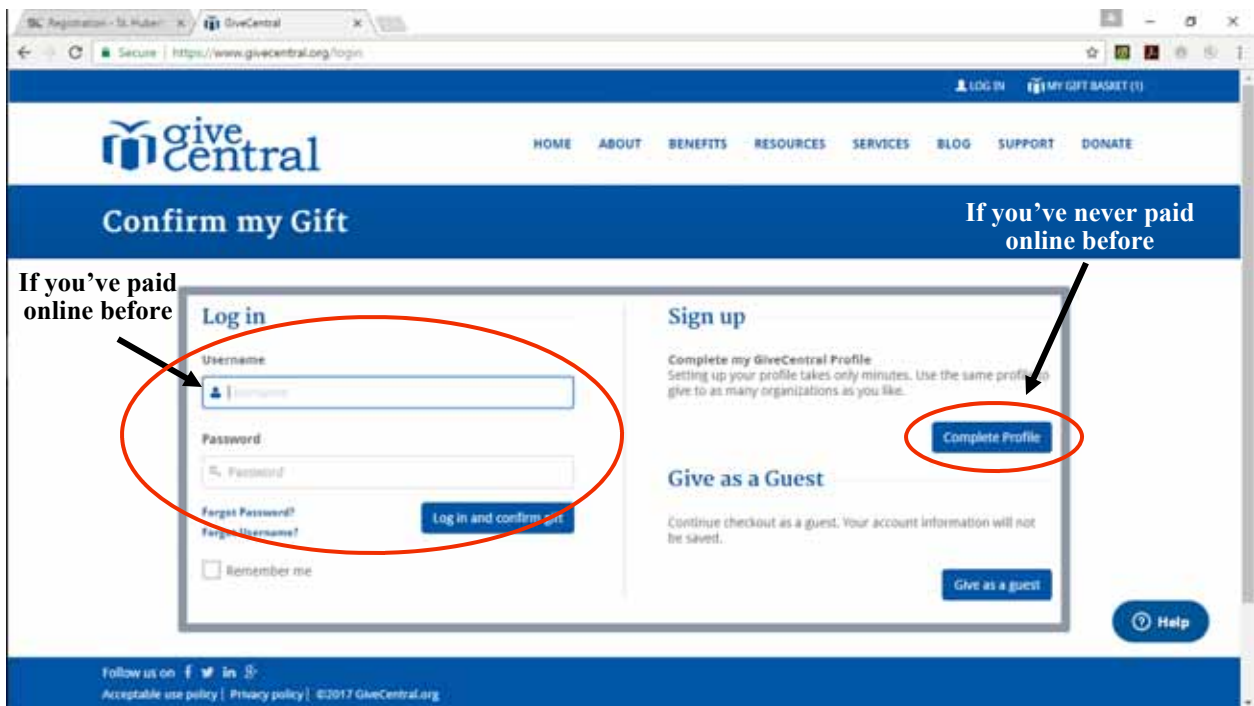
2. When this screen appears, click on Checkout.



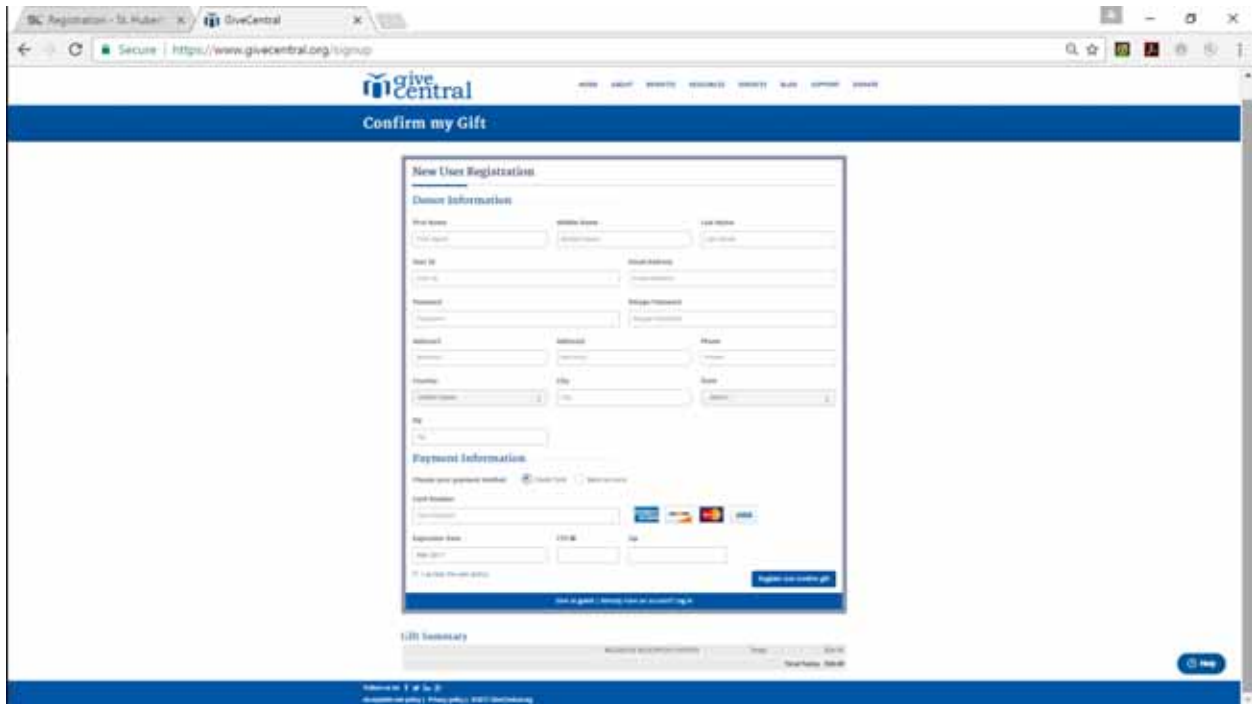
3. At the screen below, click on Continue to proceed.



4. When the Login screen below appears, log in using your GiveCentral username and password or, if you have not made electronic payments to St. Hubert before, click on the Complete Profile button to setup your profile. Your GiveCentral account allows you to easily process any future online transactions with St. Hubert, be it future Religious Education payments, Parish Events, or for weekly Mass donations. Receipts, transaction logs, and tax deductible donation reports can be printed and saved.



- When the screen below appears, complete all required information, and click on Register and Confirm Gift. This step is only required upon initial profile setup.



- The screen below will appear confirming your payment. This is where you can print a receipt, history of payments made, or tax letters. Should you have any additional questions on GiveCentral or online donations, please contact our business manager, Teresa McCutchan, at 847-85-7700, ext.111 or [tmccutchan@sainthubert.org](mailto:tmccutchan@sainthubert.org).

