## **Career Development Center Registration Instructions for 2019-20 Classes**

## **Registration Window open through Friday, January 18th**

At the bottom of this page is the link to register for Career Development Center classes. Please read through ALL instructions prior to registering.

- 1. Click on Career Development Center Registration 19-20 on the left side of the screen.
- 2. Enter your Last Name, First Name, and Student ID exactly as it appears in Infinite Campus.
- 3. Follow the Course Registration on-screen instructions.
- 4. Click Add to Cart, verify your order, then click Checkout.
- 5. When prompted, log in to the Web Store by entering your Revtrak username and password. If you don't have one, click **Create New Account**.
- 6. Click on Use Debit/Credit at the bottom of the screen, then click **Continue**. Note: you will NOT need a debit/credit card, as the cost is \$0.00
- 7. Review & Submit Click Place Order
- 8. Your receipt will appear, with confirmation that "Your order has been placed." *Note: This is not confirmation that you have a seat in these class(es).*

https://stvrain.revtrak.net/cdc-and-innovation-center/cdc-and-innovation-center-course-registration/#/list Please Note: If you receive an error using this link, please try loading it in a different browser.

Your school counselor will notify you once your schedule has been set. For any questions, please contact your school counselor or homeschool program coordinator, or you may contact Becky Olson, CDC counselor, at <u>olson\_becky@svvsd.org</u> or 303-772-3333 ext. 57109