

Greetings,

We are pleased to announce the online registration portal is now available to take registrations for First Tee—South Dakota curriculum-based programs and events. Our records show that you have an existing account.

Your login email address is: **[If you are a previous participant of the program, enter the parent email address that you previously used to register].** \*\* If you do not know or are unsure which email was used, email us, we can look it up.

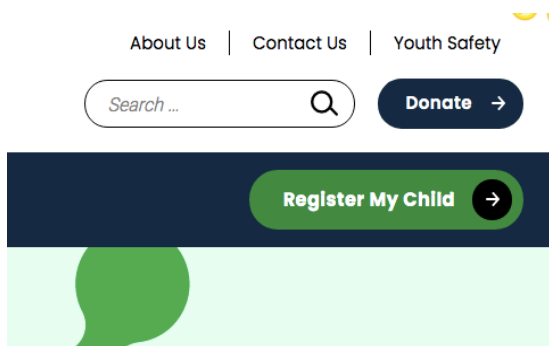
Registration for 2022 Summer Program Sessions at Moccasin Creek and Lee Park are now open online. To ensure that you are able to register returning participants (your children or others affiliated with your account), please use the login email address from last year and go through the steps to **reset your password in our registration portal if you forgot your password from last year. If you remember your log in information, enter your email and password in step 3, then proceed to step 6.**

We ask that you **do not** create a new Account at this time as participants affiliated with your account will not automatically be displayed.

**Below are the steps to reset your password to your account:**

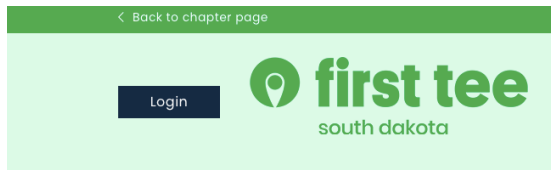
### Step 1

From our website (<https://firstteesouthdakota.org/>), click the green “Register My Child” button in the top right corner.



## Step 2

Click the blue “Login” button in the upper left of your screen.



## Curriculum and Events

---

## Step 3

From the login page, enter your information (email address and password) and proceed to step 6.

If you forgot your password, click “Forgot Password?” hyperlink. Then proceed to steps, 4, 5, and 6.

### Log In

Email Address

Password

Show Password

[Forgot password?](#)

Login

## Step 4

Enter your login email address: <enter email address> and click Submit.

Did you forget your password? Please enter your Email Address below.

Email Address

## Step 5

Open your email and click on the new hyperlink provided to set up a new password.

## Step 6

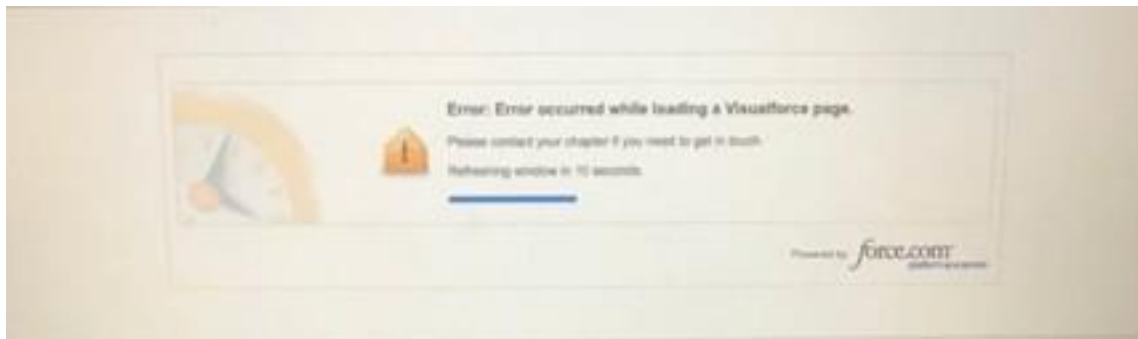
Explore open registrations!

If you need technical assistance or have questions, please contact us at [info@firstteesouthdakota.org](mailto:info@firstteesouthdakota.org)

## Registration Tips and Tricks for Troubleshooting

**\*\*Recommended browser when registering is Chrome, Firefox, or Safari\*\* DO NOT use Microsoft Edge as this has known issues processing registrations and is not recommended.**

**\*\*Also please note a possible error that may occur. This error has been noted by developers during high volume registration times during the registration process, and some parents have encountered a Visualforce Page Error (image below) or a Please Wait Notice (image below) when attempting to add a course to their cart or when attempting to submit payment.**



### **Please wait..**

You're trying to register for a session that is in high demand. We are retrying on your behalf. Refreshing this screen or clicking back in your browser will interrupt this process.

Added to cart successfully

OK

Troubleshooting tips: 1) If this page appears (see pic above) when attempting to add a course to your cart, please wait until the page refreshes itself after the countdown is complete. Then try adding the course to your cart again. In times of high volume, this may occur more than once. 2) If this page appears (see pic above) when attempting to submit payment, please wait until the page refreshes itself after the countdown is complete. This does not affect your child's space in the class, their space is reserved for 48 hours or until you make the payment, so you have some time to complete this step without rushing.