



Attention: New Online Registration System Registration for October Opens Sept. 15th

Peoria Unified Family Resource Center provides a range of FREE activities for families with children ages 0-5. We have moved to an online registration system called **Eleyo**. Please follow the instructions below to register for future classes.

Steps to Register:

1. Go to the Family Resource Center registration landing page at:
<https://peoriaunified.ce.eleyo.com/familyresourcecenter>

You will see the Steps to Register on this page. You may want to bookmark this page on your browser.

2. Complete the **Parent Participation Form**. (You will see the link to the form in the directions.) This form is required to be completed by all participants prior to your first class. **If you are not sure if you have filled it out, please do it again.** Please follow this link to fill out the form. [Participation Form](#)
3. Set up an **Eleyo Account**. Eleyo is our online registration system. To set up a new account, click the following link: [ELEYO](#)
Please set up one Parent Account for your family. You can add children and other family members through “relationships” once your account is opened. *(If you already have an Eleyo account, see the FAQ section at bottom of the FRC registration landing page, or on the back of this page/page 2.)*
4. Once you have an Eleyo account, return to the landing page (or you can continue on through Eleyo). From there you can select any of the activity categories (i.e. parent/child interaction activities) and you will be taken to the online registration system. Once there, you can search for and select your courses, put them in your cart, and check out. **ALL COURSES WILL SAY THERE IS A WAITING LIST. PLEASE REGISTER FOR THE WAITLIST. YOU WILL BE MOVED INTO THE CLASS IF SPACE IS AVAILABLE.** All activities are FREE, but you must complete the checkout process.
5. You will receive an email from Peoria Unified Community Education that confirms you have been **enrolled on the wait list**. Once the classes are filled, you will receive another email that you are **registered**.

Questions? Contact Us!

(623-773-6679)

familyresourcecenter@pusd11.net

Helpful Registration Updates

- 1) When signing up in Eleyo, ***create only one account per family using the parent/caregiver name***. Then, add your family members (children, spouse, etc.) to the account using the “manage relationships” function.
- 2) ***When registering for the Parent Child Interactions and Events in Eleyo, please register your child/children only***. The adult associated with the child/children will be attached as they are the user on the account. Please be sure you have added your children to your parent account.
- 3) ***When Registering for Parent Workshops and Parent Connections in Eleyo please register the adult only***. If the activity offers childcare in the description, please note the number of children you will be bringing in the **comments section** when registering for the course.
- 4) The Family Resource Center will be offering some classes multiple times during the month (i.e. Process Art). ***Each activity will be different on each date and at each site, unless specified in the description***. Therefore, feel free to register for multiple classes if you are interested in attending more than one of each type. ***Occasionally, there will be a duplicate course offered (the same course at each site). We will let you know if this is the case so you can decide which date/location to choose.***
- 5) We have added a **“comments” section** to each class section. If you would like to specify a preference of dates for the class or have other comments, please include them in this section.
- 6) ***Class descriptions will be available on the [Family Resource Center Website](#) under “activity registration”, along with the calendar, if you want to review them before registering. You can also click “view all” on the Eleyo page and you will be able to see all activities that are available for registration. Alternatively, you can search for a class/activity using the search feature on Eleyo.***

FREQUENTLY ASKED QUESTIONS:

1. *All of the courses say there is a waitlist. What should I do?*

Because of the way the system works, all participants will be enrolled on a waitlist first. **PLEASE ENROLL ON THE WAIT LIST FOR ALL CLASSES THAT YOU WANT TO ATTEND.** You will receive an email stating that you are on the waitlist. This process ensures all families have opportunities to participate. You will be enrolled into classes within 10 days of registration. **Upon enrollment, you will receive a second email stating that you are enrolled.**

Questions? Call us at 623-773-6679

2. *How do I contact the Family Resource Center for help with registration?*

You can reach the Family Resource Center at 623-773-6679 or 623-773-6681. You can also send an email to familyresourcecenter@pusd11.net. You are also welcome to visit the Family Resource Center at Sky View and we can help you sign up on site.

3. *How do I create an Eleyo account?*

You can set up an Eleyo account by clicking this link: [Eleyo Account](#)

4. *I already have an Eleyo account for another school district. Do I need to set up another one?*

You will be able to use your same username and password with any Eleyo district. To use your current Eleyo account, go to <https://peoriaunified.ce.eleyo.com/familyresourcecenter> and click on the blue "sign in" button on the top right. Then, use your existing username and password to log in. From there you will be presented with a screen that reads "You are trying to log into a new organization that uses Eleyo. You haven't logged into Peoria Unified Community Education before." Go ahead and click "continue" and then you can navigate the site from there.

5. *How do I get help with registration?*

You can call the Family Resource Center at 623-773-6679 or 623-773-6681.

You can email the Family Resource Center at familyresourcecenter@pusd11.net.