HOW TO SIGN UP FOR SPORTS AND CLUBS ONLINE!

This step-by-step guide will show you how to sign your child up for an after-school activity at TIS. Please read through the instructions carefully and pay particular attention to the registration deadlines.

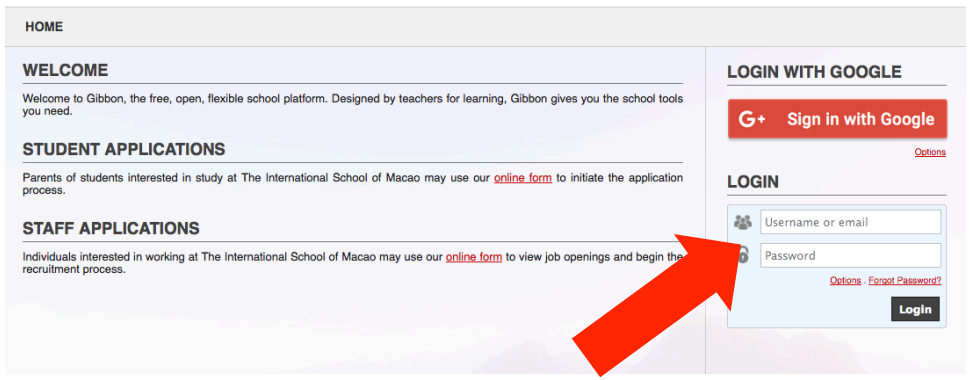
IMPORTANT INFO

- You will need to access your Parent Gibbon Account.
- Registration **opens** Friday Sept 4 at 8AM
- Registration **closes** Wednesday Sept 9 at 4PM
- Each student may register for a **maximum of 1 after-school clubs** for this school year. Sports teams, Primary Choir, and Primary Musical does not count towards this limit.
- There are 2 sessions of clubs to choose from (#2, #3)
- Additional activities may be available for your child. Information regarding these activities will be made available through your child's homeroom or TAP teachers as they become available.

STEP 1

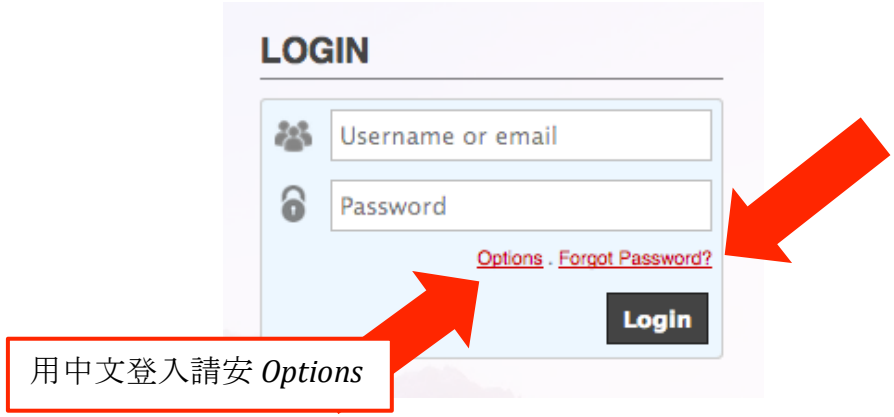
Log into Gibbon with your parent email and password at:

gibbon.tis.edu.mo



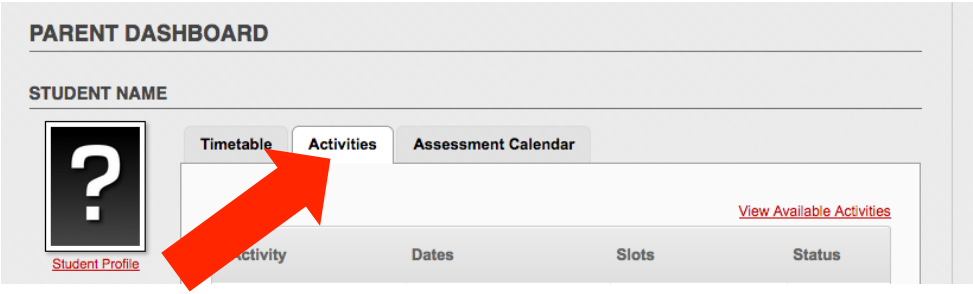
STEP 1 Continued

If you have forgotten your password, you can reset it via the *Forgot Password* link.



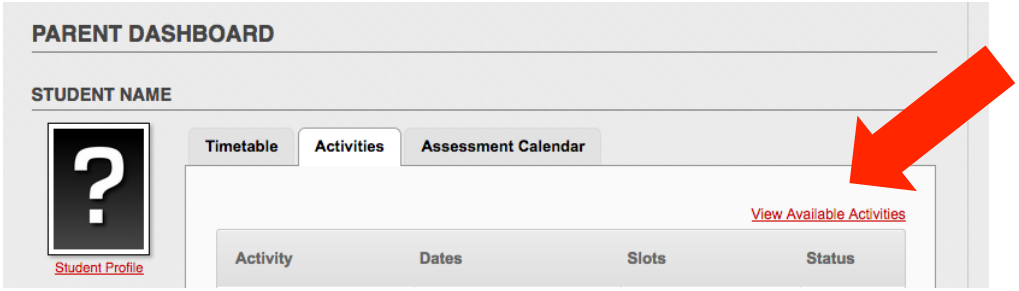
STEP 2

After logging in, you will see the *Parent Dashboard.* Click on *Activities* to access your child's activity options.

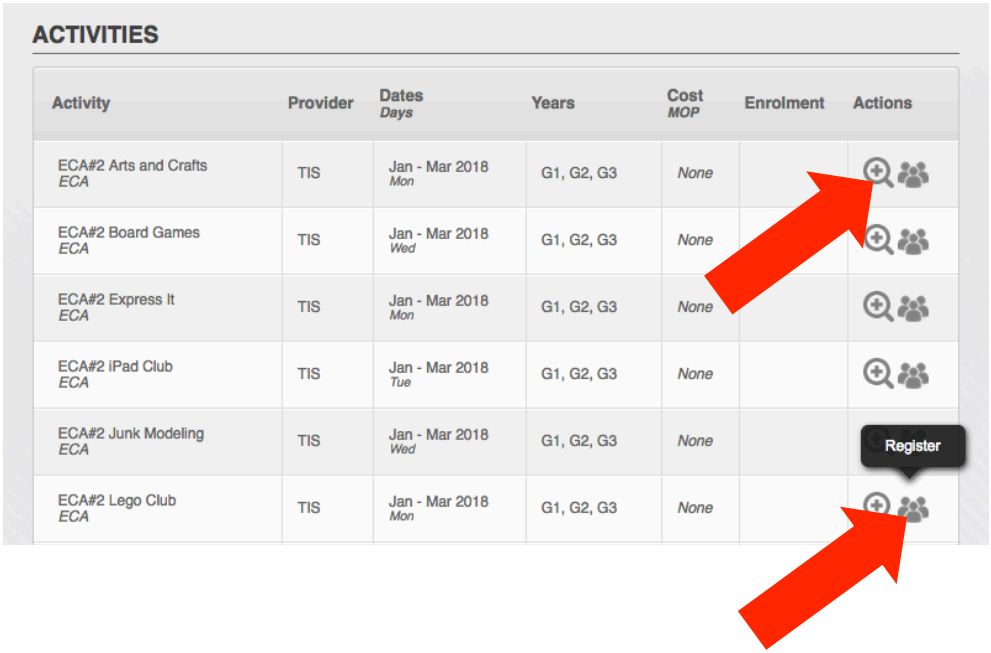


STEP 3

Once you are on the *Activities* tab, click on "*View Available Activities*".

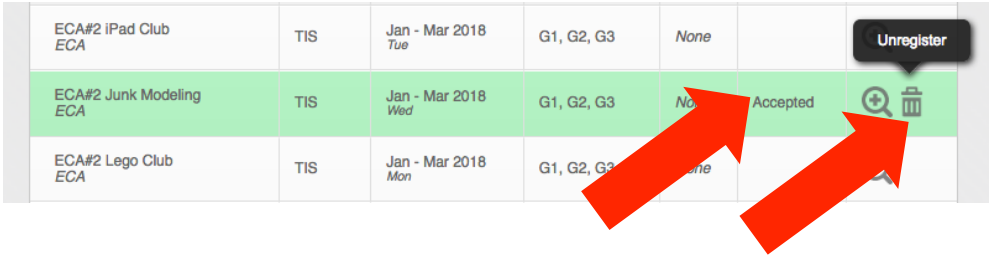


You will now see a list of all the activities available for your child. Click on the "*magnifying glass*" icon to view details about each option. When you have decided on the activity you want to register for, click on the "*register*" icon to sign up.



STEP 4

Once registration is complete, you'll see that the activity you have successfully signed up for is highlighted in green and the status under *Enrolment* should say "*Accepted*".



If you change your mind and want to change to a different activity, you may do so any time before the registration period ends. Simply click on the "*trash bin*" icon to unregister first, then repeat **Step 3** to enroll in another option.

HELPFUL TIPS

- It is **strongly recommended** that you log into your Gibbon account as soon as possible to become familiar with the interface and the available options.
- Once an activity has reached the maximum number of participants, registration for that activity will no longer be accepted.
- When the registration period ends, each parent will receive an email to confirm his or her selection.
- If you encounter technical difficulties during this process, you may contact gibbonsupport@tis.edu.mo for assistance.