



First United Church School registration is now online!

Spark Online makes it easy to register, stay connected with your child's teachers, and for some classes, get resources for bringing Church School lessons home!

Begin by Requesting an Account:

1. Visit: <http://firstunitedoakpark.sparksundayschool.org>
 2. Under "Request an Account", complete the requested information and click "Submit". Church ID= firstunitedoakpark
 3. You'll be prompted with "Thank You" screen. This confirms that your "account access request" has been successfully submitted. You will receive a confirmation email welcoming you to Spark Online once the account admin has approved your request.
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Logging into Spark Online for the first time:

1. Visit: <http://firstunitedoakpark.sparksundayschool.org>
 2. Enter your email address and password in the "Log In to Spark Online" box and click "Log In"
 3. Complete your profile information and click "Save".
 4. Next, you'll be taken to your profile page. Through your personal profile, you can create profiles for your children and other family members. By "Adding Family Members" to your profile, you'll be able to register your children for their Church School classes.
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Registration:

To register a child for Church School:

1. Add your child to your Spark Online profile
 - a. Click the "Profile" tab
 - b. Click "Add Family Member" and scroll down the page to view the "Add Family Member" form.
 - c. Complete the requested information and click "Save"
2. Next, click on the "Home" tab.
3. Click on the class name in the "Register for Open Events" area.
(Note: If your director has not yet published an event, or has not selected "Open Registration" for an event, the event will not appear).
4. Click "Edit Registration" under "Register Family Members"
5. Check the box next to your child's name and click "Register".
6. Once the account admin has assigned your child to a group, you will see a list of upcoming Church School events in the "My Family's Events" section of the Home page.



Additional Benefits

Accessing your Spark Family pages for your child's Church School lesson (available for some classes):

1. Once your child has been assigned to a group, you will see your child's upcoming Church School lessons or "Events" in the "My Spark Events" section of the Home page.
2. Click on the name of the event.
3. Next, on the "Event Details" page, you can preview and download the Spark Family Pages.

Message Center:

Click on the "Message Center" tab to send messages to directors, leaders and other parents.