

Online Signups and Payment Instructions

A. Signing up for an event:

1. Go to the Calendar on CHET-SE's website and click on the event you want to sign up for.

CALENDAR

Calendar interface showing the month of May 2025. The event "Skate Country" is highlighted on Friday, May 2nd. The calendar includes a filter category dropdown (set to "All"), a "Manage Signups" button, and a "Calendar" button. The event details for "Skate Country" are: 2 ● High School Play Performance, 2 ● Skate Country, 2 ● MS End of Year Party.

2. Click on the "Sign up Now" button.

Event page for "Skate Country". The "SIGN UP NOW" button is highlighted. The page includes "Add to Your Calendar" options (Apple, Google, Office 365, Outlook, Outlook.com, Yahoo), the date and time (May 2, 2025 - 10:00 AM - 12:00 PM), and a contact email for the event coordinator.

3. Select the member of your family attending the event (if more than one is attending, you'll click on the green "Add Attendee" button to continue adding) and select the individual price option that applies to each attendee. If you are not paying online, choose the "Pay with Cash/Check" option, which will give you a zero balance due online. Once all attendees are added, click the "Sign Up" button.

General Signup Information section. The "Attendee Information" section shows a dropdown menu for selecting a member, a checkbox for "participating" status, and a list of price options: "Non-Volunteer Skater - \$8.00", "Volunteer Skater - \$6.00", "Non Participant Fee - \$0.00", and "Pay with Cash/Check - \$0.00".

- Your signup is now complete! If you would like to pay online, click on the “Pay Now” button. Otherwise, please deliver cash or a check to our treasurer by the due date.

Skate Country - Signup Complete

1 added to the Signed Up list: You are now signed up for Skate Country! Please keep an eye on your email for any updates to this event.

[PAY NOW](#)

B. If paying online:

- After clicking the “Pay Now” button on the previous screen, you will be sent to your Statement of Account, which will show your Outstanding Balance, including fees for all events you have signed up for.

ACCOUNTING
Statement of Account | [Invoice & Payment Details](#)

Outstanding Balances

ACCOUNT GENERAL	TOTAL:	PAY NOW:	PAY NOW	
	\$8.00	\$0.00	PAY NOW	
Category / Invoice	Description	Due Date	Amount	Pay
SU-5224467	Skate Country [Individual Skater] - Event Registration for [REDACTED]		\$8.00	<input type="checkbox"/>
			PAY ALL	<input type="checkbox"/>

ACCOUNTING CATEGORIES

- CR - Class Registration
- CRRP - CR Recurring Payments
- RR - Registration & Renewals
- SU - Sign Ups
- STOR - Store Purchase
- OT - Other
- AUO - Admin Use Only
- HSSC - High School Student Council
- MSSC - Middle School Student Council
- HSB - High School Boys
- MSB - Middle School Boys
- FT - Field Trips
- PE - PE Registration and Fees
- AGG - All God's Girls
- HSG - High School Girls

- Your balance due can also be seen at any time at the top of the website and can be clicked to view details and/or make a payment.

Family: [REDACTED] Home Contact FAQ Help Admin Profile **Balance \$8.00** Logout

Christian Home Educators of Tucson - South East

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- You can click the box next to the invoice you would like to pay or select the “Pay All” box to pay all invoices. Click on the “Pay Now” button to continue to the Online Payment page.

ACCOUNTING

Statement of Account | [Invoice & Payment Details](#)

Outstanding Balances

ACCOUNT: GENERAL		TOTAL: \$8.00	PAY NOW: \$8.00	<input type="button" value="PAY NOW"/>
Category / Invoice	Description	Due Date	Amount	Pay
SU-5224467	Skate Country [Individual Skater] - Event Registration for [REDACTED]		\$8.00	<input checked="" type="checkbox"/>
			PAY ALL	<input checked="" type="checkbox"/>

- You will then be directed to the online payment processing page, where you will see your total due, including the 3% technology fee. Fill in all required information, click the “Complete Payment” button, and you are all set! You will be registered for the event and marked as paid!

ONLINE PAYMENT

Payment Information

Description: \$8.00 Skate Country [Individual Skater] - Event Registration for [REDACTED]

Invoice(s): 5224467

Payment Amount: \$8.00

3% Technology Fee: \$0.24

Total Amount: **\$8.24**

Billing Information

* First Name

* Last Name

* Address

Address 2

* City

* State

* Zip

Phone Number

Email Address

Credit Card Information

* Name on Card

* Card Number

* Card Expiration Date (MMYY)

* CV2/CID