



6 STEPS TO REGISTER FOR SALT CLASSES AND ACTIVITIES

HOW TO ENROLL AND REGISTER

1

ACCESS SALT APPLICATION

Go to www.trnty.edu/SALT. Begin by clicking the **Classes, Special Presentations, Senior Breaks, OR Fieldtrips Tab** and then the blue tab labeled **Register for Classes**. Note: A personal email address is required.

2

COMPLETE SALT APPLICATION

This will take you to the page titled, **SALT Application**. Enter contact information, gender, birthdate, etc.

Complete the Alumni Section. The Promotion Code is provided by SALT HQ, when applicable.

3

SELECT ENROLLMENT OPTIONS

Indicate whether you would like a Listener's Pass. **Note: Listener's Pass must be approved prior to the start of Trinity Christian College classes.**

Mark whether you have already paid the \$25 enrollment fee for the current season.

- If not, you can pay online with a card or bank account.
- If you have, simply select YES.

Finish up and click **Submit**.



4

EMAIL CONFIRMATION (WITHIN 24 HOURS)

You will receive an email titled "*Your Trinity account has been created*" with a pre-populated Username and pin number. **TIP: Write down the PIN number because you will need it for the next step.**

From there, you will click the link that says **Access Account Here** and then fill in with your Username (email) and pin number.

This will bring you to a page that will ask you to re-verify with email, the pin number, and your birthdate.

5

CREATE A PASSWORD

Now you are going to create your own password. It must be 12 characters or more, with an uppercase letter, lowercase letter, and a number. You must put the password in twice to confirm that they match. Click **Set Password**. **Tip: Write down the password you will need it in the future.**





THANK YOU FOR APPLYING!

6

You will be brought to the next page that says, "Thank you for applying to Trinity". From here, you can scroll down to where it says, **SALT Session Registration**, and click.

Select the classes/activities of interest and choose the form of payment. You will receive email confirmation of the registration. A registration packet will be mailed to the home address.



The username and password you created in Step 9 will be used to log in and register for future SALT classes and activities. This login is your access to the Trinity registration system. Please be sure to bookmark the page and keep your login details in a safe place.

THINGS TO REMEMBER

1. Enrollment and registration are online processes and paper applications are not accepted.
2. A personal email address is needed to complete the enrollment and registration.
3. A Trinity Christian College email is only assigned to students using the Listener's Pass to access course content and materials.

GOT QUESTIONS?

Need additional assistance, contact
SALT HQ, 708.293.4570 or email,
salt@trnty.edu.