



# TECH PREP COLLEGE CONNECTIONS

## Registering for Tech Prep

**SERS Home Page:** <http://sers.techprepwa.org>

### Logging into SERS

1. From the SERS home page, click on **Students Click Here**, the Student Log In screen appears.
2. Log in using your user name and password **OR** use your Tech Prep ID and birth date. Birth date can also be used in lieu of password. If you know your Tech Prep ID number but do not know your user name, entering the Tech Prep ID and birth date will automatically fill in the user name above.  
\*\*If you have forgotten your SERS username and password, you can enter your email into the **Forgot your log in information?** field. **This only works if you have provided a current email address.**
3. Click the **Login** button, the Student home page appears.

### Creating an Account

If you do not already have a Tech Prep account, you won't be able to log in. To create an account:

1. From the Student Log in screen, click on **Create an Account**.

The Create Student Account screen appears. **Red dots indicate required fields.**

2. Select a user name. If the user name is already taken, you will be asked to select another name. The other fields on the screen will become available once a valid user name is entered.
3. Pick a password, and then type the same password into the **Confirm Password** box.
4. Enter your contact information.
5. Select a **School District** from the drop-down field.
6. Select your **Home High School** from the drop-down field.
7. Select choices from the **Career Cluster** and **Future Plans** drop-down fields. This information can be edited later.
8. When done, click the **Submit** button.

A confirmation message will appear. Click **OK** and the Student home page appears.

### Searching Classes

To search for classes:

1. From the Student home page, click on **Register for Classes**.

To begin your search, **SELECT ONLY YOUR HIGH SCHOOL IN THE SEARCH FIELD.**

2. Click the **Go Search!** button.

### Registering for Classes

To register for classes:

1. Check the checkbox next to the class or classes you want.
2. When done, click the **Register** button.

The Select Class Offerings & Complete Registration screen appears.

3. Check the checkbox for the teacher you will be taking the class from. If there is only one teacher, the checkbox is automatically checked.

**To complete your registration, click the Save & Register button.**

A confirmation page appears. If you have provided a current email address, this confirmation will be automatically sent to your email account. **Next you must pay the annual fee!**

### Pay the \$46 Consortium Fee

**Students are required** to pay a **non-refundable** \$46 fee each year they register for a Tech Prep course. Fee will cover all classes a student takes during one school year regardless of the number of credits taken during that school year, from any of our partner colleges. Financial Assistance is available.

- Please pay your fee with a credit or debit card online: <http://pay.techprepcc.org>

### Need Help?

Visit our website at [www.techprepcc.org](http://www.techprepcc.org) **OR** email us at [techprep@bellevuecollege.edu](mailto:techprep@bellevuecollege.edu) **OR** call 425-564-6158