



Willow Elementary School Parent Faculty Association

29026 Laro Drive • Agoura Hills • California 91301 • Phone: 818-889-0677 • Tax ID #95-4130990

WILLOW REGISTRATION INSTRUCTIONS

Welcome to Willow Elementary registration. Below please find step by step instructions for registration:

1. Log onto Aeries parent portal. You should have received an email from the District earlier in the summer with all your student's Aeries information.
2. Click on your child's name and fill out the registration forms. Print the confirmation form. This lets us know that your child is officially registered in the district and at the school.
3. You will need a separate confirmation form for each child attending Willow.
4. Please print one Master Payment form detailing your donation amount, and any extras you may want for your family (i.e. 31 Minute Club, etc.).
5. If you would like to make your donation by credit card, please do so online at www.willowpfa.com. When you are done paying online, you must print out a credit card receipt and bring it to registration as proof of payment.

*Please note that there will be no opportunity to pay with a credit card during registration. We will only be accepting checks so as to expedite the registration process.

6. Bring Aeries confirmations and Master Payment form to registration.

Thank you for your ongoing support of Willow!!