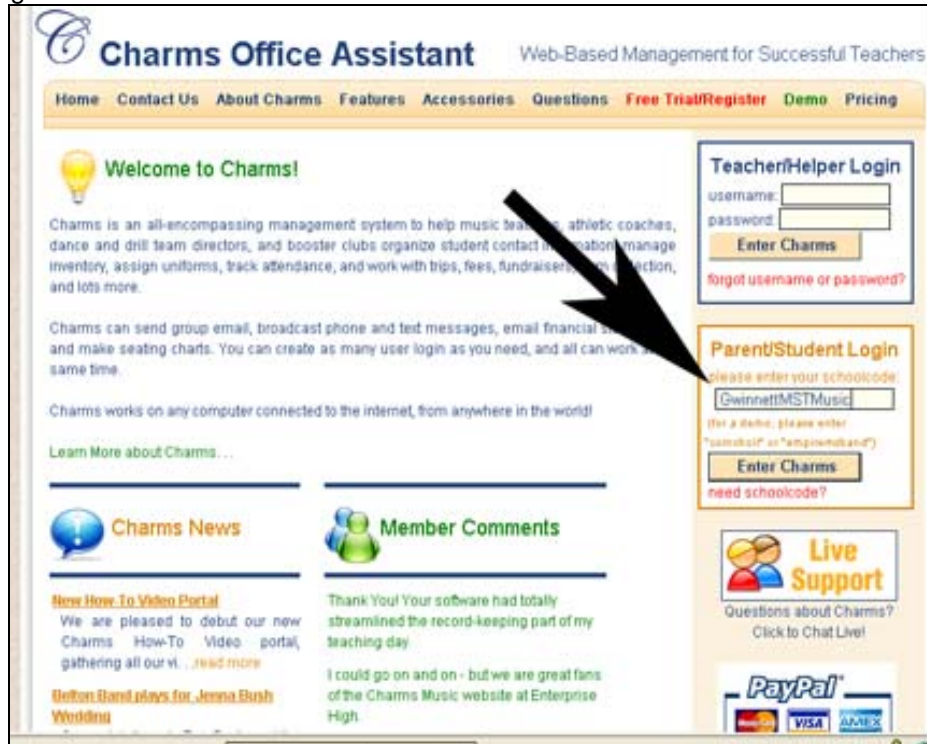
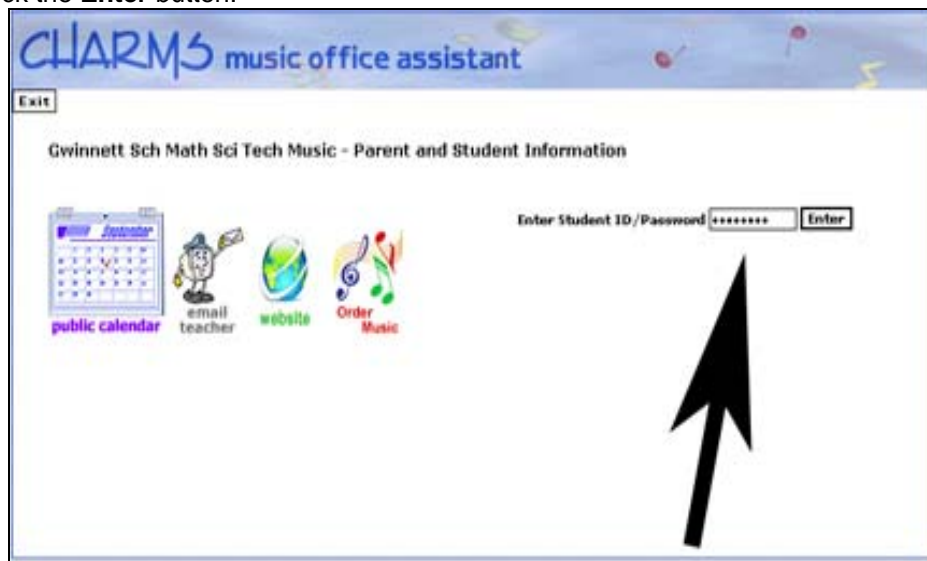


PARENTAL ONLINE REGISTRATION INSTRUCTIONS

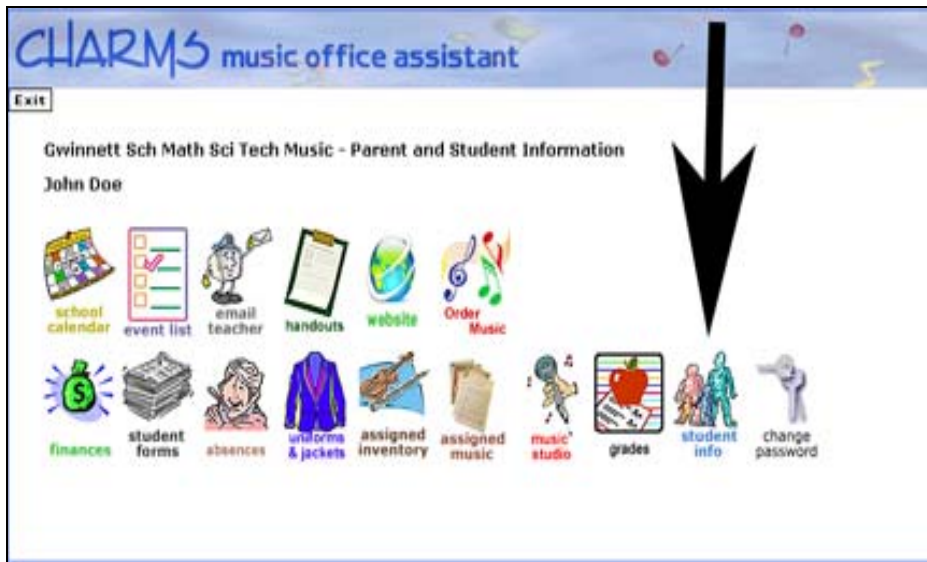
- I. Register contact information at <https://www.charmsmusic.com/>
 - A. After entering the web address into your browser, enter “GwinnettMSTMUSIC” into the **Parent/Student Login** dialogue box and click the **Enter Charms** button.



- B. On the next screen, enter your student's GCPS ID number into the **Enter Student ID/Password** dialogue box and click the **Enter** button.



- C. On the next screen, click the **student info** icon (*picture on next page*).



D. On the next screen, enter **ALL** information for each field listed. It is particularly important to have cell phone information for emergency situations and **CORRECT** email addresses since most communication will take place through email.

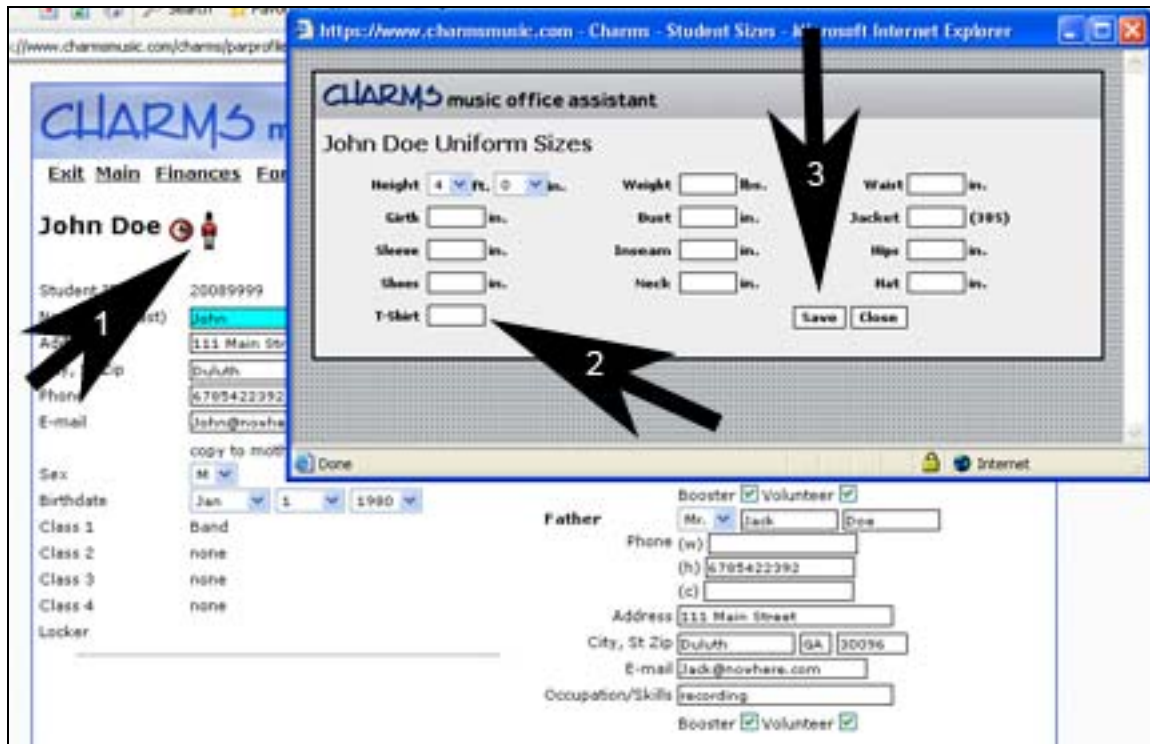
IMPORTANT!! -- WHEN FINISHED CLICK THE UPDATE BUTTON TO SAVE ALL INFORMATION.



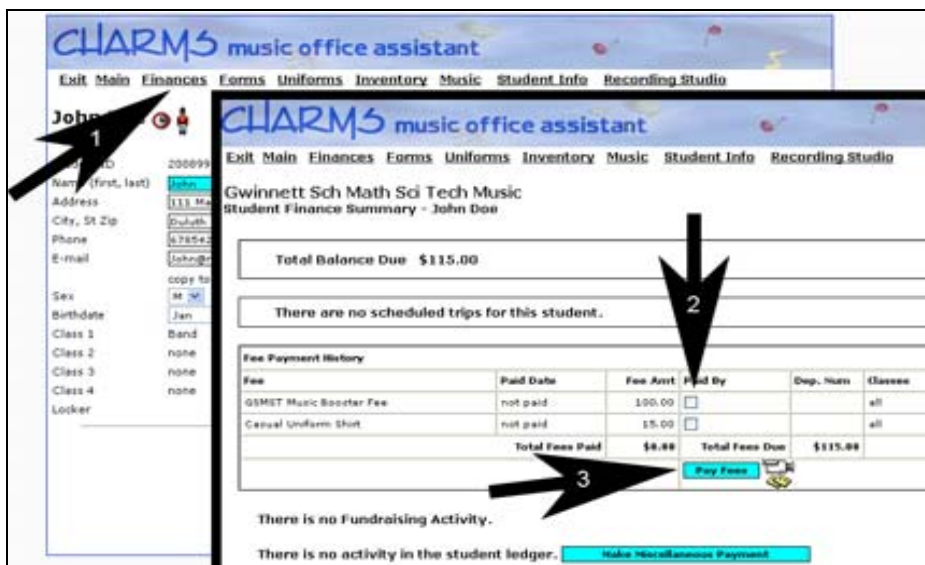
E. After Clicking the **Update** button, 1. click the Soldier icon and 2. enter your student's shirt size in the **T-shirt** dialogue box (be sure to enable pop-ups in your browser to see this box). Use the following symbols, and remember all shirt sizes are men's:

- S = Small
- M = Medium
- L = Large
- XL = Extra-Large
- XXL = Double Extra-Large

After entering the shirt size, 3. click the **Save** button to save the information and then the **Close** button to close the pop-up box (picture on next page).



- E. To pay your fees online 1. click the **Finances** option at the top of the page, 2. on the new page, select the fees you wish to pay, and 3. click the **Pay Fees** button and follow the instructions to complete the transaction. Paypal accepts Bank checks, Visa, Mastercard, American Express, Discover, and Paypal Transfers.



- II. Volunteer at <http://www.gsmstmusic.org/Volunteer.23.0.html>
A. After entering the web address in your browser, enter in all requested information and select the areas you would like to volunteer for. After completing the form, click the submit button.

Join the Booster Club and Volunteer!

Thank you for your interest in helping out with the GSMST Music Booster Club. It is vital that all parents are part of the booster club so that our students have all the resources they need throughout the year to compete, excel and have fun!

Please fill out the form below and select what areas you can assist with during the school year.

Thank you!

Volunteer Form

Your Name: Jane Doe

Your Child's Name: John Doe

Best way to contact you: Cell Phone

Phone Number: 678-542-2392

Your Email: Jane@nowhere.com

Current Grade: 9th Grade

Address: 111 Main Street
Duluth, GA 30096

I would like to volunteer for the following (hold "Ctrl" button for multiple):

- Social Committee
- Finance Committee (fundraising)
- Uniform Committee
- Communications Committee

Have you paid your current dues? Yes

Submit

Please select more than one area.