

Learning Center Application Process

1. Log into your SchoolMint account
2. On the homepage, beside your student's name click **edit new student application** (grey button right beside student's name)
3. Choose **2020-2021** school year
4. Choose child applying for, their **current school** and **current grade**, NEXT
5. On the next page three boxes will show up (1. Registration 2. Magnet/Choice schools 3. Request for Reassignment)
6. Choose the first box, **Registration**, NEXT
7. On the next page there will be three choices (1. Zone school based on the address on file 2. Learning Centers 3. GCS Learning Academy)
8. The zone school will automatically be selected, **unselect the zone school**, and select **GCS Learning University Prep Academy (9-12) Registration**.
9. One-page application, fill out completely and submit
10. Please note, if you are applying for multiple students, each student needs to have a sperate application put in.