

# Kairos Online Registration

It is our hope that this on-line process will be as easy as possible. Please read through this sheet and follow the steps in order.

- 1) Discuss with your parents, coaches and teachers when would be the best time to attend Kairos. (June 1-4 / Sept 14-17 / Oct 26-29 / Nov 30–Dec 3 / Jan 11-14 / Feb 15-18 / Apr 5-8). There is rarely a perfect time, but making time in your life is the first step in opening to Kairos.

We truly need you to consider going as early as possible. Three benefits of going early -

- Allows you to live the experience and draw from it throughout your senior year.
- Offers you a greater chance of being chosen as a leader.
- Leaves room for others in your class to go when they are able.

- 2) Once you have identified which retreat(s) are possible for you to attend, you can move to the online registration process. This process begins on Monday, April 19<sup>th</sup> at 7PM. Spaces will fill quickly, and registration will be first-come, first-served.

- Please complete this process on a computer – not your phone or ipad.

- Go to [www.stxavier.org/KairosRegistration](http://www.stxavier.org/KairosRegistration)

- Once you get to the registration page – at the bottom you will reach a blue box labeled - TYPE

- Under that box you see CLASS OF 2022

- under QUANTITY – you need to increase the number to 1 – just click +

- The remainder of the process is pretty straight-forward. Move through the online registration with your parents. They will need to consent to your participation via an electronic signature. Once a retreat is full, you will need to choose another date. Final plea – please consider going as early as possible.

- Please be sure to enter your school email address correctly – and to use hyphens when typing phone numbers.

- If a page appears blank – scroll up to see content.

\*Changing retreat dates / or dropping from a retreat causes complications for others. Please note that there are charges incurred for changing dates or dropping.

- 3) Once you have completed the online registration – you will receive a confirmation via email. You will receive further information as your retreat draws closer. If you do not receive a confirmation email – then you did not complete the registration process. The confirmation may have been sent to your parent’s email address – so also check there.

- You need to get to the Registration Summary page – complete the four fields under – “Registration Completed By” – then press – “Complete Registration”

If you have any further questions - or if you have difficulty in registering – please contact Mr. Beerman in the Campus Ministry Office. [tbeerman@stxavier.org](mailto:tbeerman@stxavier.org) Thanks!