How to Register, View and Remove Non-School Days

- Log into your account at https://osseo.ce.eleyo.com NOTE: Internet Explorer does not always work well with our online system, use Firefox or Google Chrome
- If you forgot your password, click "Forgot Password" and a link will be sent to your email to reset it

How to register for NSD's:

- Click "Explore All Programs"
- Click "#xxxxx Four Star Express"
- Under "Account Management", click "Register Non-School Days"
- Select child's name – NOTE: You will have to do this for each child
- Click "Continue"
- Click "FS 2024-2025" for Season
- Click "Continue"
- Click on each day that you would like to register for and location. NOTE: If the date is grayed out, this date has already been registered. o
    - Cedar Island will register at Oak View
    - o Rush Creek will register at Basswood
    - o Weaver Lake will register at Rice Lake
    - o Woodland will register at Woodland
- Click "Continue"
- Next to each date, click on the correct site to register
- Click "Continue"
- Read Terms and Conditions and click "I have read and agree to the above terms and conditions"
- Click "Finish Registration" NOTE: These will sit in pending until approved date

How to view approved and pending NSD's that you have registered your child(ren) for or remove pending NSD's:

- Click "Explore All Programs"
- Click "#xxxxx Four Star Express "
- Under "Current and Upcoming Contracts", click on the current contract for the school year. NOTE: This will have to be done for each child.
- Scroll down and on the right side under "Non-School Days" you can view approved and pending NSD's, as well as what site. If you are doing this from your phone, click on the tab that says "Schedule", then scroll down and your Non-School Days are there to remove. ● Click "Remove" next to each NSD that you no longer need
- Use the scroll bar within the Non-School Days area on the right side to view all days
- NSD's can also be registered on this screen under "Contract Management", by clicking "Register for Non-School Days"

If any NSD registration deadline has been missed, follow the instructions below: ● Email CECares@District279.org to request a NSD

- Subject line text should include Non-School Day Request
- After we receive counts from each site, we will respond to your email request to let you know if we have enrolled your child(ren) or if there is no space available at your site
- If you receive a confirmation that your child(ren) is enrolled and your child will not longer be attending, please ema