




How to Pay Registration Fees by Credit Card

Create an online guest account <https://wa-everett.intouchrecepting.com/>

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User Name (student id number)

Password (student's registered last name in all UPPERCASE)

Sign in as a **GUEST**
(please note that by signing in as a guest, your purchases will not be connected to any student account)


We accept online only:   

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★ Select Course Registration

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Select Course Registrations

★Select District Office > Everett School District Office > AP Summer Institute

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For Advanced Placement Summer Institute (APSI) Registration, click below on DISTRICT -> DISTRICT OFFICE -> EVERETT SCHOOL DISTRICT OFFICE -> AP SUMMER INSTITUTE. All sessions and payment information will be listed on that page.

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★Select the course (Item) you would like to attend (Buy)



★Click [Checkout](#) 1 (top right), Click Checkout Step 1



★Enter your Cvent registration confirmation number and first and last name

★Click Checkout Step 2



★Enter credit card payment information and click

