

Online Registration Instructions for New Students

Instructions to Register Your Child on the ITA/CTA Website for the First Time

1. Go to: <https://northcummingtamilschool.org/register/>
2. Once on the page, click on the **Student Registration** link.

REGISTER AS A NEW STUDENT

3. On the CTA registration page, click "**Click here to REGISTER for Returning or New Students (Only New To ITA/CTA)**".

[Click here to REGISTER for Returning or New Students](#)

CTA - Login (Existing users/Students)	
User Email	
Password	
Login	

* fields are mandatory

[Student Registration](#) [Forgot Password](#)

4. Based on your existing **ITA/CTA login**, you will be directed to the appropriate screens to enter your child(ren)'s details.
5. If you are a New Student, click 'No' for the following questions.

Student Registration	
Did any of your children attend CTA in the previous year(s)	☐ Yes ☒ No
Do you have a Log on to CTA	☐ Yes ☒ No

* fields are mandatory

- Select student Name from Student Detail List(s) or click on "New Student Registration" for New OR to add sibling(s)

Existing Student Details	
Student Detail	No More Returning Student to Register
Or	
New Student Registration	

- If you have more than one child, you need to register for each child.
- Fill in the required details with correct data.

- Choose the School Site as “North Cumming Tamil School”

School Site	North Cumming Tamil School ▼ *
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- For “TVU Grade “, DO NOT select anything.
- For Public School State → Georgia
- For Public School Type → Choose accordingly
- For Public School City → Choose accordingly, if not listed, then choose ‘Other’
- For Others(city) → Type in your child's public-school city.
- For Public School Name → Choose the Public School that your child attends
- For Others (school) → Enter your child’s school name (not Tamil School name). Enter the Public-School Details to which the child is going now. The order of selection is important. Opt “USA – GA – Georgia” as state, then Pre, ES, MS, HS as School Type, select the city of the school, and then the Public-School Name.

For those who **DO NOT** see their public city and Name, select “Others” and enter the City and Name in Others (City) and Others (School).

6. Verify all information (contact information in particular), and click ‘Submit’
7. In the ‘Volunteer Help’ page, fill in appropriately or select at least one and click ‘Submit’
8. In the ‘Rules & Regulation’ page,
 - scroll down to the end
 - Enter the ‘parent/guardian’ full name on the registration main page. (You need to do this two times, one for ITA/CTA and the other for NCTS)

You will see the ‘Payment Details’ page below.

Making a Payment through Credit Card

Payment Details	
Payment Mode	☒ Credit Card *
Make Check Payable to (Applicable for Pay-in-person option): North Cumming Tamil School	
Mailing Address :	North Forsyth high school, 3635 Coal Mountain Dr, Cumming, GA 30028

* fields are mandatory

Please provide the Card and address information

Grade : Grade 4	Grade Fee : 225.00
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Amount:	USD 225.00
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Card Holder First Name:	*
Card Holder Last Name:	*

Address1:	*
Address2:	
City:	*
State:	*
Zip Code:	*
Country:	*

Type:	Visa v *
Credit Card Number:	*
Card Number:	*
Card Verification Number:	*
Expiration Date: (MM/YYYY)	v / v *

Select YES to Proceed

	Visa	▼
Card Number:		
Card Verification Nu		
Expiration Date: (MM/		*

Please Confirm to Proceed

Yes

No

Registration details are as follows:

Student ID : XXXXXXXXXX
Grade : Grade 4
Section : A
Grade Fee : **USD 225.00**
Paid Amount : **USD 225**
Balance Amount : **USD 0.00**

To contact us for further assistance, open a Help Desk Ticket at help.catamilacademy.org

Thanks and Regards,

ITA Team