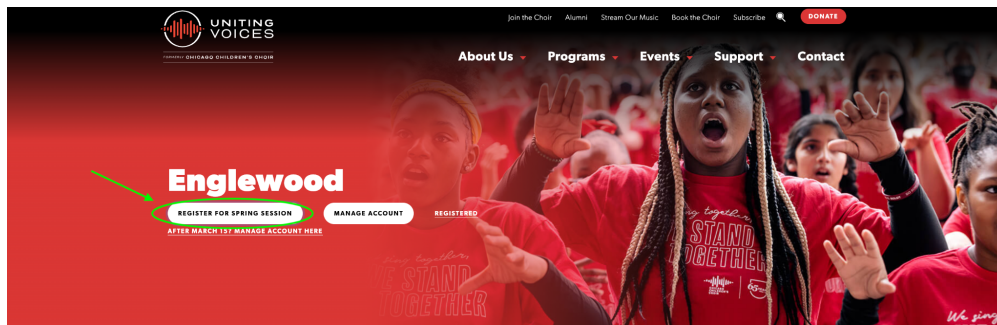




## How to Register for Our Programs

We're here to help you manage your account through our new registration platform! This new platform will allow us to streamline the registration process, provide you more flexibility to manage your account, and better serve our singers and families. If you have any questions, check out our [Frequently Asked Questions](#) or contact [info@unitingvoiceschicago.org](mailto:info@unitingvoiceschicago.org) for assistance.

1. Begin by navigating to the webpage for the Neighborhood Choir you'll be registering your singer for. [You can find a full list here](#), or by navigating to the [Neighborhood Choir page](#) and selecting "Register for Spring Session" in the header.



Since 2013, the Englewood Neighborhood Choir has served youth from Englewood and surrounding neighborhoods.

Our Neighborhood Choir program is a window onto the world and an incubator for global leadership. With our world-class instruction and empathetic approach to music education, these community-based programs bring to life an emphasis on emotional, intellectual, and social development anchored in musical excellence and creative expression.


In the Englewood Neighborhood Choir, music education means more than theory, notation, and sight-singing. Through exposure to music that authentically incorporates diverse languages and styles, singers engage in dialogue about the historical and social context of an array of cultures.

2. Now, you should see the registration page for your singer's selected choir. To begin the registration process, click the blue button that says "Register Now" on the right hand side of the page. On mobile, it will appear at the very top of the page.

← Englewood Spring 2023

Search English REGISTER NOW

OVERVIEW CONTACT US



JANUARY

9

Englewood Spring 2023

REGISTER NOW

ENGLEWOOD NEIGHBORHOOD CHOIR:  
Location: St. Benedict the African Church (6550 S. Harvard Ave)  
Mondays and Wednesdays

Allegro - 5:00-6:00pm  
Vivace - 5:00-6:30pm

Date & Time

Mon, 01/09/2023, 9:00 AM CT  
Sat, 06/10/2023, 7:00 PM CT

- The first step in the process is to choose the sliding-scale tuition level that corresponds to your family's household income. Scroll to the relevant income level, click the drop-down menu, then select the number of singers you are registering. You can register up to four singers at a time. You will also select whether you wish to pay in full or in installments.

**[Pay in Full] Family Income \$25,000 and under - \$65.00**

Program Fee = \$50  
(-) Early Bird Discount (10%) = \$5  
Registration Fee = \$15

Program cost = \$60

Scroll down for "Give a Child a Voice" donation options

0 \$60.00

**[Pay in Installments] Family Income \$25,000 and under - \$65.00**

Program Fee = \$50  
(-) Early Bird Discount (10%) = \$5  
Registration Fee = \$15 (to be paid upon enrollment)

Program cost = \$60

Uniting Voices Chicago offers the option to pay for your program in full or through monthly installments.

- If you choose to pay in one installment, you will be invoiced \$45, which will be due on October 15, 2023.
- If you choose to pay in four monthly installments, you will be invoiced \$11.25, with payment due on the 15th of every alternate month starting October 15.
- If you choose to pay in eight monthly installments, you will be invoiced \$5.625, with payment due on the 15th of every month starting October 15.

Scroll down for "Give a Child a Voice" donation options

0 \$15.00

**Summary**

Register

- Once you've selected the number of singers you are registering, click the blue button that says "Checkout."

**Family Income \$25,000 and under - \$40.00 (Spring Semester)**

Spring Session Fee = \$25  
Registration Fee = \$15 (to be paid upon enrollment)  
Program cost = \$40

Uniting Voices Chicago offers the option to pay for your registration in full or through monthly installments.

- If you choose to pay upfront, you will be invoiced \$25, which will be due on April 15, 2023.
- If you choose to pay in monthly installments, you will be invoiced \$6.25 monthly, with payment due on April 15, May 15, June 15 and July 15, 2023.

1

\$15.00

**Family Income \$25,001 - \$50,000 - \$77.50 (Spring Semester)**

Spring Session Fee = \$62.50  
Registration Fee = \$15.00 (to be paid upon enrollment)

**Order summary**

**Ticket #1**

× Family Income \$25,000 and under - \$40.00 (Spring Semester)	\$15.00
--	---------

Subtotal \$15.00

**Total Due Today \$15.00**

[Have a promo code?](#)

**Checkout**

5. On the next page, you'll provide your singer's name and contact information, the singer's parent or guardian name and contact information, pertinent information we need to serve your singer, and contact information for your singer's emergency contact. If you are registering multiple singers, you will have to fill out multiple registrations on this page. Please fill this out as completely as possible. Fields marked with a red asterisk are required.

For First Name, Last Name, and Email: these are the names of your singer, not the singer's parent/guardian.

**Singer 1 - Family Income \$25,000 and under - \$40.00 (Spring Semester)**

First name \*

Last name \*

June

Smith

Email \*

jsmith@gmail.com

Primary Parent/Guardian Mailing Country \*

United States

Primary Parent/Guardian Mailing Street \*

123 W. Main St.

Primary Parent/Guardian Mailing City \*

Chicago

Primary Parent/Guardian Mailing State \*

Illinois

Primary Parent/Guardian Mailing Postal Code/Zip \*

60602

**June Smith**

× Family Income \$25,000 and under - \$40.00 (Spring Semester)	\$15.00
--	---------

[EDIT](#)

Subtotal \$15.00

**Total Due Today \$15.00**

[Have a promo code?](#)

**Payment**

6. At the bottom of this page, you will be asked to reconfirm your Payment Plan. If you select Pay In Full, you will be charged the full tuition and registration fee upon completion of your transaction. If you select Pay in Installments, you will be charged a \$15 registration fee per singer upon completion of your transaction, and you will have subsequent payments due.

## Payment Plan Information

### Estimated Income for 2023 Tax Year

Please provide supplemental information about your family's income. An opportunity to select a payment plan that works best for your family budget will be available prior to checkout. \$15/participant is the required minimum payment to complete registration.

Please detail any special circumstances that you feel may prevent you from paying the annual fee based on your family income.

Information shared here along with proof of income will be used to determine if Uniting Voices Chicago is able to offer a one time tuition reduction.

Please confirm the program you are registering your singer for \*

Payment plans are different for Prelude Spring Session registrants.

This is required

- Underneath the Payment Plan section, you'll find a section for Discounts and Referrals. We provide tuition discounts for families with multiple singers enrolled (a Sibling Discount) and for referrals.

This section is where you can select these discounts and provide the necessary information to qualify for them.

### Discounts and Referrals

Were you referred to Uniting Voices Chicago by another singer/family?

This information is required so that you & the family that referred your singer to join Uniting Voices Chicago receive a \$25 referral discount which will be deducted from your upcoming session fee!

Are you eligible for a Sibling Discount? If you had/have an existing singer in Uniting Voices Chicago, please select "Yes"

Families with **at least one existing singer** in Uniting Voices Chicago are eligible for a sibling discount when enrolling the next sibling. The oldest child pays the full designated sliding scale amount. All other children will receive 20% off the designated sliding scale amount in their upcoming session fee cost.

How did you hear about Uniting Voices Chicago?

☒ Please check this box if you would like to receive news and updates from Uniting Voices Chicago

☒ Please check this box if you would like to receive news & updates by text message.

- After you've completed the forms in these sections, scroll back to the top of the page and click the blue button that says Payment. On mobile, this button will appear at the bottom right hand corner of the page.

1

Singer Registration

2

Payment

Billing Information (Select "Someone Else" on the drop down below) - Please note that the invoice will be sent to this person

Georgie Morvis (gmorvis@unitingvoiceschicago.org)

First name \*

Georgie

Last name \*

Morvis

Email \*

gmorvis@unitingvoiceschicago.org

+1 Phone

Order summary

Georgie Morvis

×

[Pay in Full] Family Income \$25,000 and under - \$65.00

\$60.00

EDIT

Subtotal

\$60.00

Total Due Today

\$60.00

Have a promo code?

Pay \$60.00

Payment Information

☒ Pay with credit/debit card

Card number \*

NOTE: If you selected Pay in Installments, you will only be accountable for the \$15 registration fee today. The registration fee may be paid in with a valid credit card, or billed to you later if you're paying by Cash, Check or ACH transfer.

After you complete your registration transaction, you will receive an invoice for your remaining tuition balance in accordance with the Payment Plan option you selected via a link in your confirmation email.

1

Singer Registration

2

Payment

Singer 1 - Family Income \$25,000 and under - \$40.00 (Spring Semester)

First name \*

Georgie

Last name \*

Morvis

Email \*

gmorvis@unitingvoiceschicago.org

Primary Parent/Guardian Mailing Country \*

United States

Primary Parent/Guardian Mailing Street \*

78 E. Washington St

Order summary

Georgie Morvis

×

Family Income \$25,000 and under - \$40.00 (Spring Semester)

\$15.00

EDIT

Subtotal

\$15.00

Total Due Today

\$15.00

Have a promo code?

Payment

9. On the next screen, you'll provide your payment information.

Select “Someone else” at the top and input the Primary Guardian information or the person paying for the program. This will ensure that invoices are directed to the appropriate person, not your singer.

If you’re paying with a credit/debit card, you can complete your registration and pay the registration fee now.

**Billing Information (Select “Someone Else” on the drop down below) - Please note that the invoice will be sent to this person**

Select a person from the previous step

First name \*

Jane

Last name \*

Smith

Email \*

jan smith@gmail.com

+1 Phone

**Payment Information**

☒ Pay with credit/debit card

Card number \*

**Order summary**

June Smith

× Family Income \$25,000 and under - \$40.00 (Spring Semester)

\$15.00

EDIT

Subtotal

\$15.00

**Total Due Today**

**\$15.00**

Have a promo code?

Pay \$15.00

If you’re paying with cash, check, ACH, or through bank transfer, you will be paying later

and you'll click "Complete."

**Billing Information (Select "Someone Else" on the drop down below) - Please note that the invoice will be sent to this person**

Select a person from the previous step

First name \*

Jane

Last name \*

Smith

Email \*

janesmith@gmail.com

+1 Phone

**Payment Information**

☐ Pay with credit/debit card

☒ Pay With Cash, ACH Or Through Bank Transfer

**Order summary**

June Smith

× Family Income \$25,000 and under - \$40.00 (Spring Semester)

\$15.00

EDIT

Subtotal

\$15.00

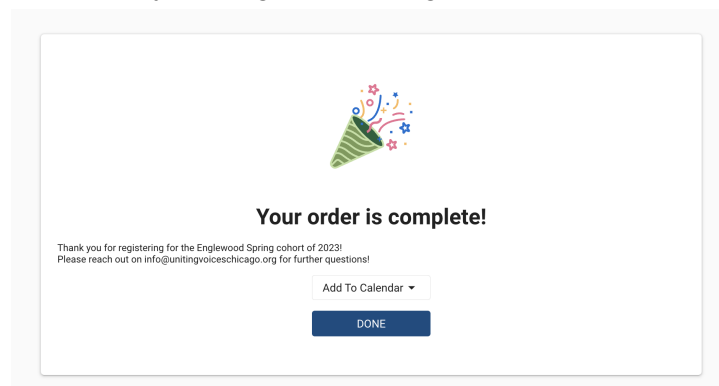
**Total Due Today**

**\$15.00**

Have a promo code?

Complete

10. After completing your payment, you will be directed to a screen telling you your order is complete. Congratulations, your singer is now registered!



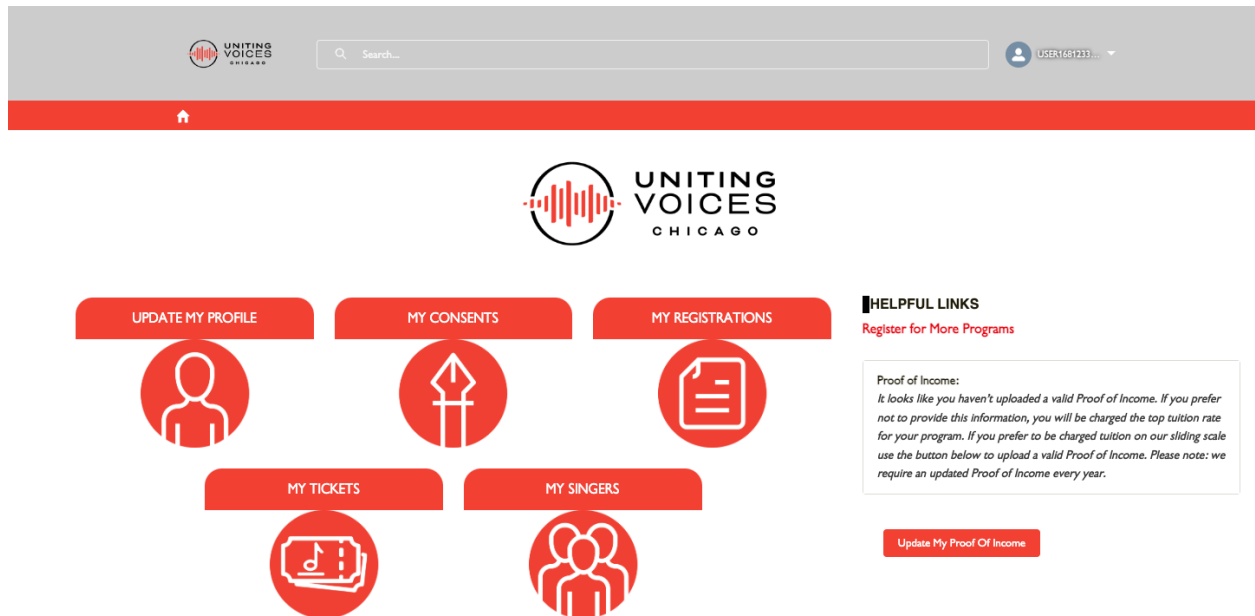
11. Next, you (or the primary guardian) will receive a welcome email with community login credentials. You will use this information to log into the Community Portal and to manage your account. You will be able to use the Community Portal to manage your payments, view invoices, update singer information, and complete consent documents. If you have not received your community login credentials, please reach out to [info@unitingvoiceschicago.org](mailto:info@unitingvoiceschicago.org) and a member of a team will assist you!

### How to Access Community Portal

After receiving your login information via email, you can access the Community Portal. You will be able to use the Community Portal to manage your payments, view invoices, update singer

information, and complete consent documents. The email contains a link, or you can go to <https://unitingvoiceschicago.my.site.com/s/>

The Community Portal should look like this.



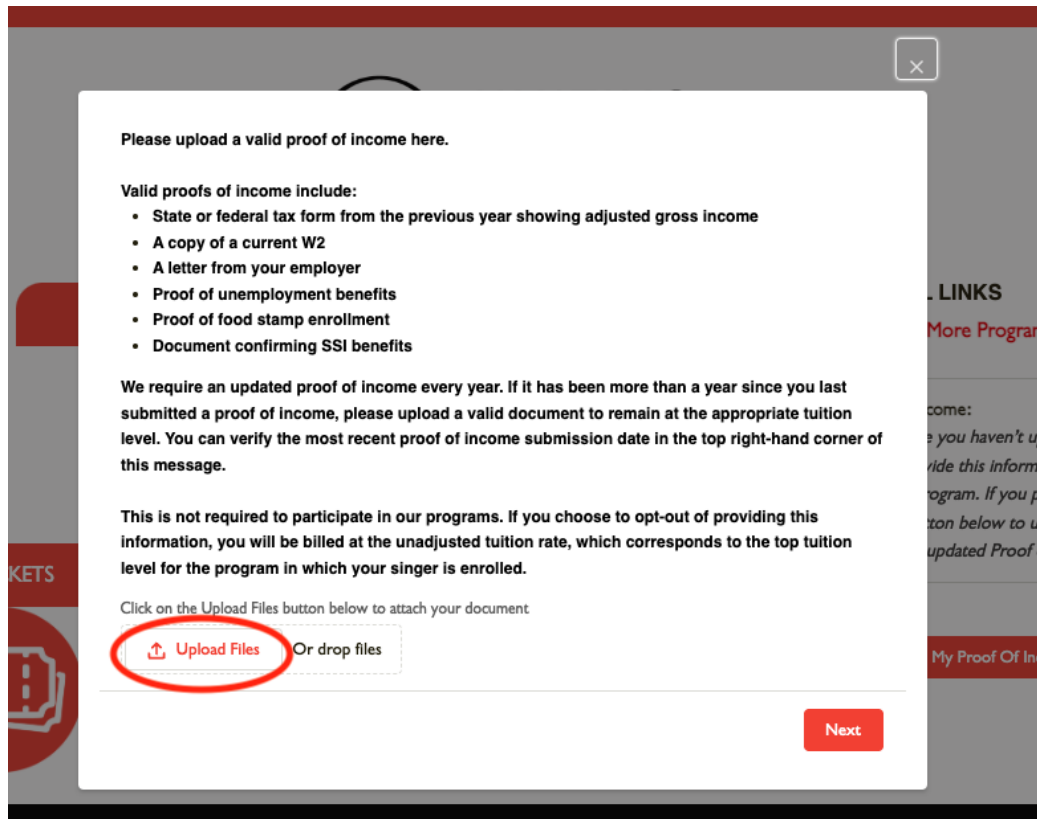
## How to Update My Proof of Income

1. On the Community Portal, you will click Update My Proof Of Income in the lower right hand corner of the page.



2. A screen will pop up detailing what documents you can use for Proof of Income. You'll click the red Upload Files button in the lower left hand corner of the popup and select the document from your computer.





Please upload a valid proof of income here.


Valid proofs of income include:

- State or federal tax form from the previous year showing adjusted gross income
- A copy of a current W2
- A letter from your employer
- Proof of unemployment benefits
- Proof of food stamp enrollment
- Document confirming SSI benefits

We require an updated proof of income every year. If it has been more than a year since you last submitted a proof of income, please upload a valid document to remain at the appropriate tuition level. You can verify the most recent proof of income submission date in the top right-hand corner of this message.

This is not required to participate in our programs. If you choose to opt-out of providing this information, you will be billed at the unadjusted tuition rate, which corresponds to the top tuition level for the program in which your singer is enrolled.

Click on the Upload Files button below to attach your document

 Upload Files Or drop files

Next

3. After you've uploaded your document, you'll click the red Next button in the lower right hand corner of the popup.

Please upload a valid proof of income here.

Valid proofs of income include:

- State or federal tax form from the previous year showing adjusted gross income
- A copy of a current W2
- A letter from your employer
- Proof of unemployment benefits
- Proof of food stamp enrollment
- Document confirming SSI benefits

We require an updated proof of income every year. If it has been more than a year since you last submitted a proof of income, please upload a valid document to remain at the appropriate tuition level. You can verify the most recent proof of income submission date in the top right-hand corner of this message.

This is not required to participate in our programs. If you choose to opt-out of providing this information, you will be billed at the unadjusted tuition rate, which corresponds to the top tuition level for the program in which your singer is enrolled.

Click on the Upload Files button below to attach your document

Or drop files

**Next**

4. If your document uploaded successfully, the right hand side of the Community Portal will now look like this.




## How to View Balance Due

1. In order to view the balance remaining for your singer's tuition, you'll begin by clicking My Registrations in the Community Portal.



UPDATE MY PROFILE



MY CONSENTS



MY REGISTRATIONS



MY TICKETS



MY SINGERS



HELPFUL LINKS

Register for More Programs

Proof of Income:

It looks like you haven't uploaded a valid Proof of Income. If you prefer not to provide this information, you will be charged the top tuition rate for your program. If you prefer to be charged tuition on our sliding scale use the button below to upload a valid Proof of Income. Please note: we require an updated Proof of Income every year.

Update My Proof Of Income

- The next page will feature all of your current registrations. Click the invoice in the column of the registration you want to view. In the screenshot below it's circled in green.

My Registrations ▾

1 Item • Sorted by Invoice ID • Filtered by All Invoices - Event Category

	Invoice ID ↑	Event	Payment Status	Total Amount	Balance Paid	Balance Due	Event Start Date	Event Category	
1	IN-016546	Englewood 2023-2024	Partially Paid	60.00	15.00	45.00	8/28/2023	Neighborhood Program	▾

- You will now see an invoice listing your Balance Due and Balance Paid at the top of the page. Balance Due is circled in red on this screenshot, and Balance Paid is circled in green. See below for instructions on how to pay your balance due starting at step 3.

Invoice

IN-016630

Balance Due

60.00

Balance Paid

0.00

Status

Ready To Bill

Invoice ID

IN-016630

Status

Ready To Bill

Term and Dates

Invoice Issue Date

4/18/2023

Paid In Full

Related To

Event Name

Englewood 2023-2024

Company Info

Totals

Net Amount

60.00

Tax Amount

0.0000

Total Amount

60.00

Financials

Balance Due

60.00

Balance Paid

0.00

DocumentLink

DocumentLink

https://documentlink.blackthorn.io/-Ux3Dfj0uX68Cp...ZefBw3nn3ym#T0CEBnS6xOF4HEjmmR\_GjgC0w3kOBARd5azZ5toH1H5HxHjBEPGw

In order to update your Payment Method with a new credit card, please complete the fields below and click on the Add button once completed.

If you would like to process a Payment against this Invoice, please select Single Charge from the Action dropdown below, as well as selecting the Payment Method that you would like to use with USD as the currency.

Once completed you can click Process to complete your Payment.

Action

New Payment Method

Related To

Jackie Ocean

CREDIT CARD

BANK

Name on card

Card number

Card Expiration

CVC

Billing email

Postal code

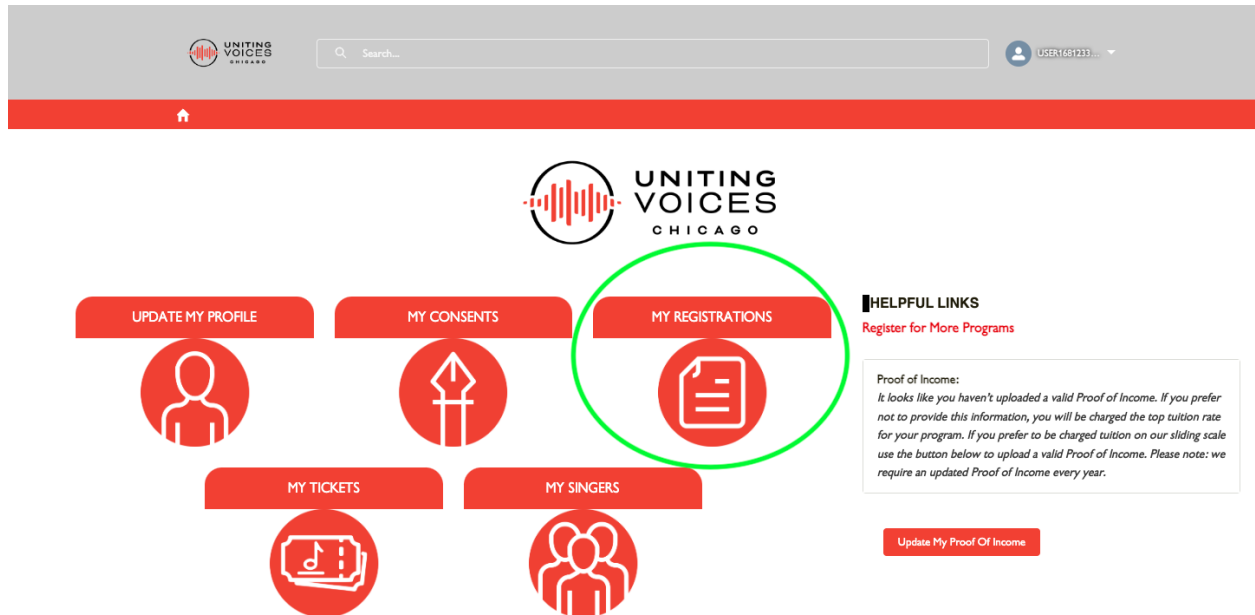
Default Payment Method

Add

Reset

## How to Make a Payment (Credit Card or Bank)

1. In order to make a payment toward your singer's tuition, you'll begin by clicking My Registrations in the Community Portal.



2. The next page will feature all of your current registrations. Click the invoice in the column of the registration you want to make a payment toward. In the screenshot below it's circled in green.

My Registrations ▼

1 Item • Sorted by Invoice ID • Filtered by All Invoices - Event Category

	Invoice ID ↑	Event	Payment Status	Total Amount	Balance Paid	Balance Due	Event Start Date	Event Category	
1	IN-016546	Englewood 2023-2024	Partially Paid	60.00	15.00	45.00	8/28/2023	Neighborhood Program	▼

3. The next page will show your invoice for this registration, including your balance due. To make a payment toward this, you'll begin by adding a payment method, either a credit card or a bank. To make this your default payment information, you can click the checkbox. After filling in your payment information, you'll click the red button in the right hand corner that says Add +.

**Invoice**  
IN-016630

Balance Due	Balance Paid	Status
60.00	0.00	Ready To Bill

Invoice ID: IN-016630  
Status: Ready To Bill

**Term and Dates**  
Invoice Issue Date: 4/18/2023  
Paid In Full

**Related To**  
Event Name: Englewood 2023-2024  
Company Info

**Totals**  
Net Amount: 60.00  
Tax Amount: 0.0000  
Total Amount: 60.00

**Financials**  
Balance Due: 60.00  
Balance Paid: 0.00

**DocumentLink**  
DocumentLink  
[https://documentlink.blackthorn.io/-Ux3Dfrj0ruXl68tCp\\_ZeFbw3nn3ymIT0CEBnS6xOF4HEjmmR\\_Glg4Xlw3kO8ARd5azZ5toH1HSHxHj8EPGw](https://documentlink.blackthorn.io/-Ux3Dfrj0ruXl68tCp_ZeFbw3nn3ymIT0CEBnS6xOF4HEjmmR_Glg4Xlw3kO8ARd5azZ5toH1HSHxHj8EPGw)

In order to update your Payment Method with a new credit card, please complete the fields below and click on the Add button once completed.

If you would like to process a Payment against this Invoice, please select Single Charge from the Action dropdown below, as well as selecting the Payment Method that you would like to use with USD as the currency.

Once completed you can click Process to complete your Payment.

**Action**  
New Payment Method

**Related To**  
Jackie Ocean

**CREDIT CARD** **BANK**

\* Name on card

\* Card number

\* Card Expiration

\* CVC

Billing email

\* Postal code

☐ Default Payment Method

**Add** **Reset**

4. Now that you've added a payment method, you'll change the action to New Single Charge instead of New Payment Method. Select the amount you wish to pay at this time and select USD for Currency. To complete your payment, you'll click the Process button in the lower right-hand corner of the page.

**Invoice**  
IN-016630

Balance Due	Balance Paid	Status
60.00	0.00	Ready To Bill

Invoice ID: IN-016630  
Status: Ready To Bill

**Term and Dates**  
Invoice Issue Date: 4/18/2023  
Paid In Full

**Related To**  
Event Name: Englewood 2023-2024  
Company Info

**Totals**  
Net Amount: 60.00  
Tax Amount: 0.0000  
Total Amount: 60.00

**Financials**  
Balance Due: 60.00  
Balance Paid: 0.00

**DocumentLink**  
DocumentLink  
[https://documentlink.blackthorn.io/-Ux3Dfrj0ruXl68tCp\\_ZeFbw3nn3ymIT0CEBnS6xOF4HEjmmR\\_Glg4Xlw3kO8ARd5azZ5toH1HSHxHj8EPGw](https://documentlink.blackthorn.io/-Ux3Dfrj0ruXl68tCp_ZeFbw3nn3ymIT0CEBnS6xOF4HEjmmR_Glg4Xlw3kO8ARd5azZ5toH1HSHxHj8EPGw)

In order to update your Payment Method with a new credit card, please complete the fields below and click on the Add button once completed.

If you would like to process a Payment against this Invoice, please select Single Charge from the Action dropdown below, as well as selecting the Payment Method that you would like to use with USD as the currency.

Once completed you can click Process to complete your Payment.

**Action**  
New Single Charge

**Related To**  
Jackie Ocean

**Parent Object**  
IN-016630

**Payment Method**  
Payment Method

Description

\* Amount: 60.00 \* Currency: USD

**Process**

## How to Access Registration in non-English languages

Need to access our registration page in a language other than English? It's easy! Click the drop-down menu in the upper right corner of the page and select your language.


← Englewood 2023-2024

Search

English

REGISTER NOW

OVERVIEWCONTACT US



AUGUST  
28

Englewood

Debug

العربية

Čeština

Dansk

Deutsch

Magyar

Español

Suomeksi

Français

Kreyòl Ayisyen

हिन्दी

Hmoob

Mon, 08/28/23

Bahasa Indonesia

Italiano

日本語

ENGLEWOOD NEIGHBORHOOD CHOIR:

**Location:** St. Benedict the African Church (6550 S. Harvard Ave.)

*Mondays and Wednesdays*

**Allegro** - 5-6pm  
**Vivace** - 5-6:30pm

The Englewood Neighborhood Choir is a world-class music education program and an incubator for confidence, community and long-term success.

This community-based after-school program provides culturally responsive musical instruction to students, instilling in them our core values of education, excellence and expression. The program includes:

- weekly musical instruction
- performance and touring opportunities
- cross-cultural connections with musical experts from around the world
- connection with youth across the city, country and world.


← Englewood 2023-2024

Buscar

Español

CONSEGUIR ENTRADAS

VISIÓN GENERALCONTACTÉNONOS



AGOSTO  
28

Englewood 2023-2024

CONSEGUIR ENTRADAS

CORO DEL VECINDARIO DE ENGLEWOOD:

**Ubicación:** Iglesia St. Benedict the African (6550 S. Harvard Ave.)

*los lunes y miércoles*

**Allegro** - 5-6pm  
**Vivace** - 5-6:30pm

El Coro del Vecindario de Englewood es un programa de educación musical de clase mundial y una incubadora para la confianza, la comunidad y el éxito a largo plazo.

Este programa extracurricular basado en la comunidad brinda instrucción musical culturalmente sensible a los estudiantes, inculcándoles nuestros valores fundamentales de educación, excelencia y expresión. El programa incluye:

- instrucción musical semanal
- oportunidades de actuación y giras
- conexiones interculturales con expertos musicales de todo el mundo
- conexión con los jóvenes de la ciudad, el país y el mundo.

Nos aseguramos de que su cantante alcance las mayores alturas de su potencial.

Fecha y hora

● lun., 08/28/2023, 5:00 p. m. CT

○ lun., 06/03/2024, 6:30 p. m. CT