Register for the Gateway Alternate

Please Note: There are two steps to register for the Gateway Alternate

Step One: Create a Guest Account in MyPaymentsPlus
Step Two: Log into MyPaymentsPlus to register.

You must complete **_BOTH_** steps in order to be registered.
If you tested and created a MyPaymentsPlus account for Gateway Testing previously, you can skip to Step Two and enter the information for the account you created then.
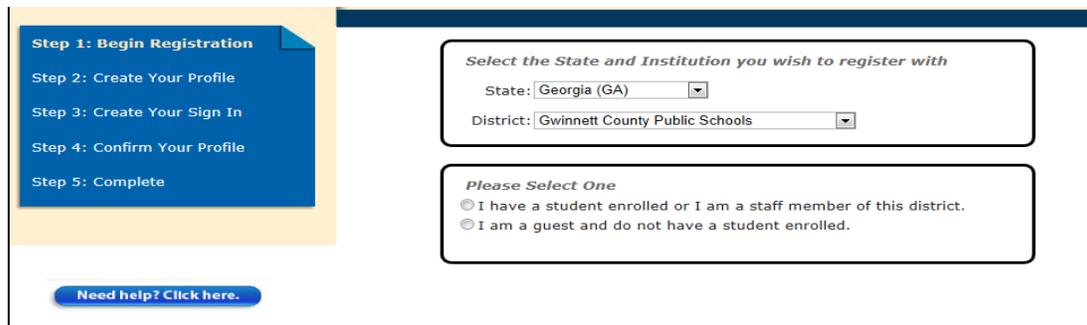
Please note: parents can register students for Gateway Alternate and Retest using the account you already have. When the form pops-up, please fill in your student's information. At the end, you will receive a confirmation with your name, but as long as you filled in your student's name, you have registered your student, not yourself.

Step One: Create a Guest Account in MyPaymentsPlus

- Log on to: www.MyPaymentsPlus.com
- If you don't have an account, click "Register for a FREE Account" and register as a Guest.

- From the dropdown box, select the state (GA) and district (Gwinnett County) names.
- After making that selection, another box will appear.
- Select "I am a guest and do not have a student enrolled" and then click "next."

- After identifying yourself as a Guest, a new box will appear in which you put your contact information.
- Please fill out all required information and then click "next."

Register for the Gateway Alternate

Your Name

First name: _____
Last name: _____

Your Address

Street address: _____
Apartment/Building/Suite: _____
City: _____
State: Georgia (GA) ▼
ZIP Code: _____

Your Phone Number

Daytime phone number: _____   Ext. _____
Evening phone number: _____

Your E-mail

Enter the e-mail address you would like to have password hints and account confirmations sent.
(Please verify you have the correct email address.)
E-mail: _____
(Example: jdoe@myemail.com)

Confirm E-mail: _____

Your Email Updates

☑ Receive important email updates from your Student's district and MyPaymentsPlus.

◄ Back   Next ►

Cancel registration

- After clicking "next," you will then be taken to a page where you can create your username, password, and password reminder. Please enter all of the required information and click "next."

Your Username

Choose a username to use for MyPaymentsPlus. The username can contain both letters and numbers (e.g., johnsmith01).

Username: _____ (3-100 characters)

Your Password

Choose a password to use for MyPaymentsPlus. Passwords are CASE SENSITIVE.

Passwords must contain at least 1 number and 1 letter and must be at least 7 characters long.

Select a Password: _____ (7-20 characters)

Confirm Password: _____

Your Password Hint

In case you forget your password, MyPaymentsPlus can give you a hint that can help you remember your password.

Please enter a phrase that describes your password (e.g. anniversary, first pet's name, etc.).

Password Hint: _____

◄ Back   Next ►

Cancel registration

Register for the Gateway Alternate

- Be sure to review the information you have entered in the system.

Please review your profile and verify that the information is correct.

If you need to change any of the information, you can return to a step by clicking on the *Edit* link next to each section title.

Once you have verified the information is correct, click the *Finish Registration* link at the bottom of this page to complete the process.

Your MyPaymentsPlus Sign In

Username:
Password Hint:

Your Contact Information   Edit

Daytime phone:
Evening phone:
E-mail:
(Please be certain this is correct.)

Your Students   Edit

Student ID	FullName	District Name	State
GUEST_			

If you have verified that all of the information above is correct, then click *Finish Registration* to complete the process.

[**Finish Registration**]

- If all of the information is correct, click "Finish Registration."
- An email will be sent to the email address you indicated in your registration.
- After completing all of these steps, you will be ***registered as a Guest*** for Gwinnett County Public Schools! ***Now complete STEP TWO to register for Gateway testing.***
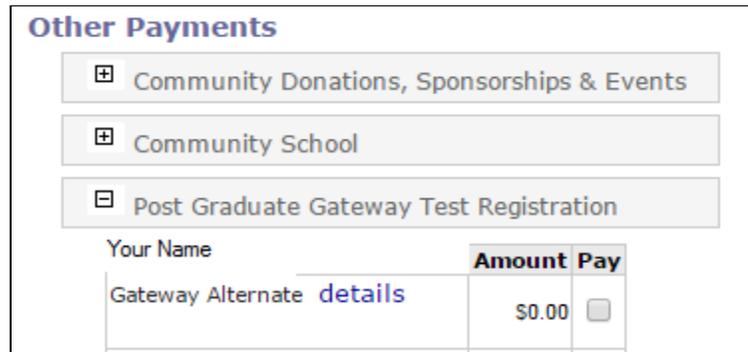
Register for the Gateway Alternate

Step Two: Logon to MyPaymentsPlus and Register for Gateway Alternate

- Logon to your Guest account at MyPaymentsPlus.com. You will see 3 categories under the yellow buttons on the screen. Click on the plus sign next to **Post Graduate Gateway Test Registration**.
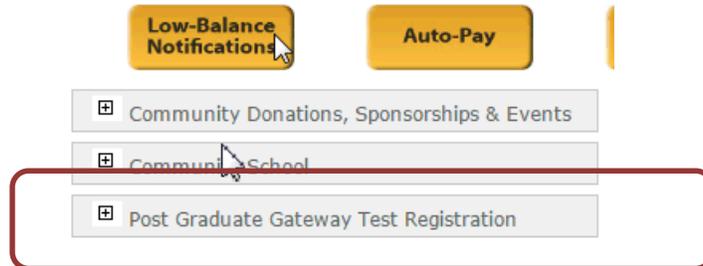
- Gateway Alternate will appear under this section.

Register for the Gateway Alternate

- Complete the requested information.

- Click on the blue details link to receive more information about the Gateway Alternate.

Activity Name:
Gateway Alternate
Description:
The Gateway Alternate program is a combination of classes and the test administration. The intervention classes provide aligned content remediation and daily written practice on a sample Gateway prompt. At the conclusion of the classes, students participate in the Gateway assessment. The class ratio is approximately 7 students to 1 teacher.

- There is no cost. Once your selection has been made and you "continue" to check out, a pop up box will appear for you to fill in the following information. *Please fill this out accurately, as it allows us to find your student record.*

First Name:

Last Name:

GCPS Student ID Number:

Email Address:

Phone Number:

Street Address or PO Box:

City, State, Zip Code:

Year of Certificate of Attendance:

Last month and year of attendance in a Gwinnett County school:

Gwinnett County high school attended:

Register for the Gateway Alternate

- Fill in the required information.
- Continue reading all information on the form and then electronically acknowledge that you understand all information about the Alternate.
- Once acknowledged, continue to "check out". There is no charge for Gateway Alternate. Follow instructions to finish check out. The system creates a confirmation receipt of your registration. ***You are now registered for Gateway testing.***
- ***Confirmation emails will be sent out approximately one week prior to Gateway Alternate.***

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