

## How to enrol –Kindergarten Programs

- 1- Click the link- <https://www.xap.rocks/waiting-list?organisationId=b5742bec-6d54-4fad-a8ac-436d664f190b>
- 2- The page will appear like the below, complete all the details and click create account. You will then need to check your emails and set up your account (check your junk folder if needed)

organisationId=b5742bec-6d54-4fad-a8ac-436d664f190b

Kindergarten Fundi... Health Professional... Glenelg Shire Coun... UV Alert - SunSmar... KIM Sharepoint OneDrive

**Glenelg Shire Council**  
PO Box 152, PORTLAND, VIC, 3305  
05 5522 2211

Welcome to our Wait-list

If you would like to enrol your children at our centre(s), please complete our Wait List form below.  
We will contact you as soon as a place becomes available.

Due to our limited number of spaces, and demand, we recommend that you tour our centre at your earliest convenience so that you can meet our team of Educators and start your journey on finding the perfect match for your early learning and childcare needs.

Let's create an account to get you started

Guardian First Name \*  Guardian Last Name \*

Guardian Date of Birth \*

Email Address \*

Mobile Number \*

Child First Name \*  Child Last Name \*

Child's Date of Birth/Expected Date \*

services  
Please only select the service in which you would like to be on waitlist.

Service 1 \*

Service 2

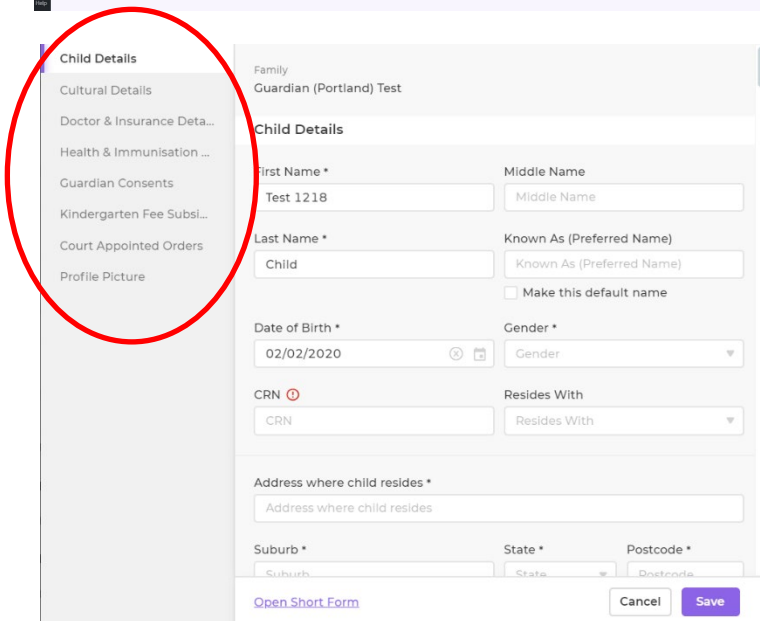
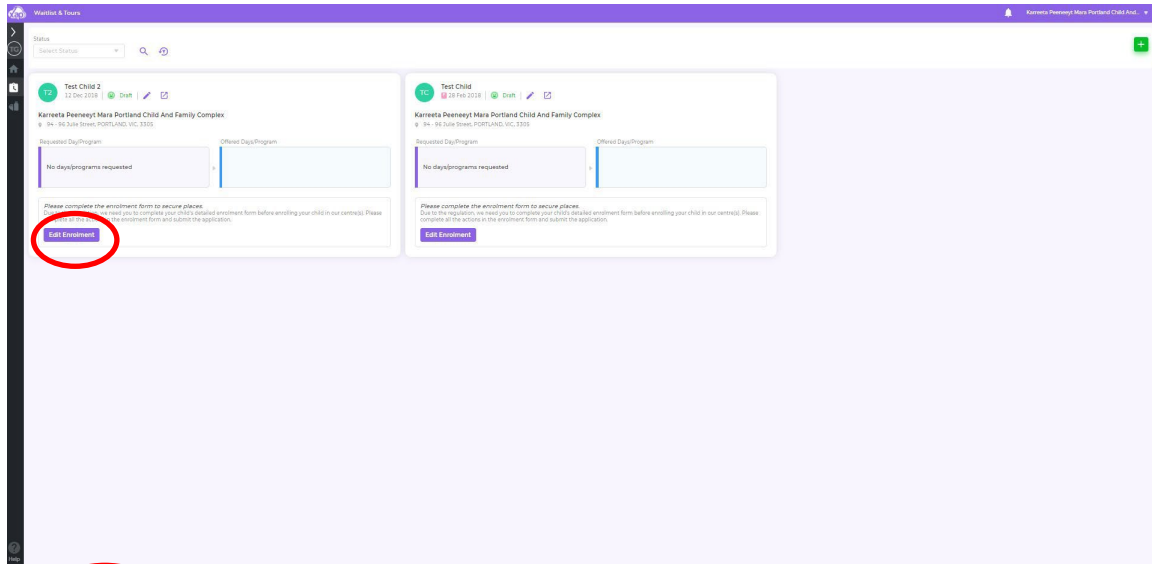
Service 3

**Create Account**

By clicking "Create Account" you agree to Xap [Terms & Conditions](#) and [Privacy Policy](#)

- 3- You will now need to log back into XAP. Use this link - <https://id.xap.rocks/Account/Login>

- 4- The below screen will appear. You must hit the waitlist button to complete your enrolment. Click edit enrolment and go through all the tabs and ensure they all have a green tick next to them (this means they are complete, and you can proceed). The enrolment will not be allocated unless all required information is completed and uploaded.



- 5- Ensure you select the Deeeneyt program you would like to enrol in and put in the correct start date being 25 Jan 2027 – 19 December 2027 as it won't put bookings in without this.

The screenshot displays a web application interface for managing a waiting list. The main area shows two child profiles, each with a 'Requested Day/Program' and 'Offered Day/Program' section, both currently showing 'No days/programs requested'. A modal window titled 'Edit - Waiting List' is open on the right, showing details for a child named 'Karreeta Deeeneyt Mara Portland Child And Family Complex'. The modal includes fields for 'Booking Type' (Permanent/Casual), 'Select the Program you want to enrol' (2022 PCFC 3 Year Old), 'Booking Start Date' (31/01/2022), and 'Booking End Date' (18/12/2022). There are also checkboxes for 'I am flexible with days' and 'I can accept less days', and an 'Add New Program' button. The modal also has 'Back' and 'Save & Next' buttons at the bottom.

