

St. Leo Catholic Church—Faith Formation

335 Springdale Ave.

Winston Salem , NC 27104

Faith Formation begins September 8, 2019

NEW ONLINE REGISTRATION PROCESS. PLEASE READ.

Click on the link:

[St. Leo database login & register: Parishsoft](#)

1. Click **New User**. You will need to link yourself to the database first.
2. You will be brought to the page below. Please fill out the **ENTIRE PAGE** and hit **SUBMIT REGISTRATION** at the bottom of the page.
3. You will be sent a temporary passcode to register in the new church database.

ParishSOFT® Connecting People and the Church

New User Registration Form

Step 1: Account Request

Organization Not in List? If your organization is not available in the dropdown, please contact them for assistance.

Organization:* St. Leo Catholic Church, Winston Salem

User Name:*

Password: A temporary password will be emailed to you following account approval. Please monitor your spam folder. If you do not receive an email in the next few days, contact the organization.

Please note: You must put a period after St. or you will not be able to pull up St. Leo Catholic Church, Winston Salem

4. After registering online you will be brought to the following screen. To see and edit your information please click on the **“My Family”** Tab.

ParishSOFT® My Own Church

HELP - CONTACT - HOME - SIGN OUT

St. Leo Catholic Church, Winston Salem
Test1 (Jerry Baur)

Home My Family Faith Formation My Offering My Ministry

Home Giving History

Home

Quick Links

My Family

Suspense Activity

My data changes that were not approved: (0). [View Activity](#)

OR

And then find the **“Family Detail”** tab.

ParishSOFT® My Own Church

HELP - CONTACT - HOME - SIGN OUT

St. Leo Catholic Church, Winston Salem
Test1 (Jerry Baur)

Home My Family Faith Formation My Offering My Ministry

Family Detail

My Family

5. To edit information you must hit the **EDIT** key at the bottom of the page.

Family Information

Church of Registration: St. Leo Catholic Church, Winston Salem
Details Modified On: Wednesday, July 24, 2019 10:23 AM

Last Name: Lionhearted
First Name(s): Leo
Email Address: familyexample@gmail.com
Primary Phone:
Emergency Phone:
Emer. Ph. Desc.:

Primary Address: Home Address
Home Mailing Other

Country: United States
Postal Code: 27104
Address Line 1: 123 Main St.
Address Line 2:
City: Winston-Salem
State/Region: North Carolina
Phone Number: 336-555-1234

Envelope #:

Send Mail: Publish Address:
Publish Phone: Publish Photo for Pictorial Directory:
Publish Email:

Edit Details Close

6. To register for Faith Formation please click on the **"Faith Formation"** Tab and then **"Online Registration"** Tab. Follow the directions on the page.

ParishSOFT My Own Church

Home My Family **Faith Formation** My Offering My Ministry

Online Registration

Online Registration

Step 1: Review Current Family Details

Last Name: Lionhearted First Name(s): Leo

Primary Phone: [Update Family Record](#) Emergency Phone: [Update Family Record](#)

Primary Address: 123 Main St., Winston-Salem, NC, USA, 27104 Family Email Address: familyexample@gmail.com

Information Correct? Make sure your information is current: [Update Family Record](#)

Step 2: Select Enrollment Term

Term:

Step 3: Add Students Total Students (0)

You must Select an Enrollment Term to Add a Student.

* At this time you will still need to pay online on the church website: www.stleocatholic.org or pay in church office.

Click to pay: [St. Leo Catholic Church Website](http://www.stleocatholic.org)