

applytoeducation

Questions? Contact 1877 900 5627 or email info@applytoeducation.com 5:30 am to 5:00 pm MST (M-F)

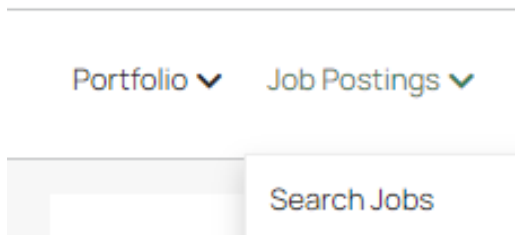
Follow the steps below to register as an applicant with [Red Deer Catholic Regional Schools](#).
If you have any questions, please contact the Customer Service number provided above.

Register an account

1. Visit [Red Deer Catholic Regional Schools](#) and click 'Sign Up' to register a new account,

Applying to job postings

1. Log into your [account](#).
2. Click '**Job Postings**' on the navigation bar and select '**Search Jobs**'.



3. Select the job posting title of the job that you would like to apply to and click the '**Apply**' button.

Confirming that you've applied to a job posting

After you click the '**Apply**' button you will receive 3 confirmations:

1. A pop-up message will confirm your successful application.
2. You will receive a confirmation email.
3. The job posting will also appear in your **Jobs Applied To** in the **Job Postings** section in your account

NOTE: If you wish to make any changes to your resume or job-related questions, please go to your '**Jobs Applied To**' section to make the changes. HOWEVER, once the posting closes, you will no longer be able to update your application for the posting.

Setting up Job Alert emails

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1. Click **Search Jobs** under the **Job Postings** section in your account.
2. Enter a Job Alert name in the '**Get jobs sent to you**' section.

Get jobs sent to you

0 SELECTED CRITERIA

Create Alert

3. Click **Create Alert**.

A Job Alert activation email will be sent to you. Please ensure to activate your Job Alert.

Access the **Manage Job Alerts** page under the **Job Postings** section to ensure that you've successfully activated your Job Alert.

Job Alert emails are sent to the email address found on the **Personal Info** page in the **Portfolio**.

Further Help

If you need help, please contact ApplytoEducation's Customer Care department at 1877-900-5627.

You can also send an email to info@applytoeducation.com

ApplyToEducation is available Monday to Friday between 5:30 am to 5:00 pm MST.

You can also use the 'Help and Training' section in your account for immediate assistance.

