

## How to Register for Formed as a Parishioner

1. Access the website at **www.formed.org**
2. On the home screen *scroll down & click Register.*
3. Enter the *St. Benedict* access code: **79ZXNJ** and **your e-mail address.**  
*\*Please note that the access code is case sensitive and your e-mail address cannot be in the system already.*
4. Click **GO.**
5. **Complete the registration** by filling in your name, address, and creating your password.
6. *Check the box and click Submit.*
7. A link will be sent to your e-mail address for **verification**, which will complete your registration.  
*\*Log into your e-mail account, and look for a message from Formed. Check spam if you don't see it.*
8. Open the message from Formed and click the link to **activate your account.** This will verify your e-mail, and bring you back to the Formed home screen. Congratulations, you are now registered on Formed.
9. Any problems or questions contact Gia Vitiello at [stbenedict@optonline.net](mailto:stbenedict@optonline.net). You can also send an e-mail to [parishcare@formed.org](mailto:parishcare@formed.org).
  - *These instructions are also available in a video tutorial on Formed.*
    - *Scroll down to the bottom left and select "HELP".*
    - *Look for the tutorial, "How to Register as a Parishioner."*