



SALAM Weekend School

Family Portal — Registration & Payment Guide

2026–2027 School Year

Assalamu Alaykum, and welcome! This year, we're using an updated online Family Portal for student registration and tuition payment. This guide walks you through the whole process step by step, and you can register all of your children in one place.

The portal is at sunweb.us. Your school code is **salam** — you'll need it to get started.

Before you begin

Have the following handy so you can complete registration in one sitting:

- Each child's full name, date of birth, and grade for the upcoming year
- Any health conditions or food allergies for each child
- A primary email address (this becomes your login)
- A payment method for tuition (you'll pay online at the end)

New Families — How to Register

If your family is registering for the first time, follow these steps:

1. **Go to the portal.** Open sunweb.us in your web browser.
2. **Start a new registration.** Under “New Family? Register” at the bottom of the page, type the school code **salam** and click “Get Started.”
3. **Create your family account.** In the Family Info section, enter your name, email, and phone, then choose a password. This email and password are what you'll use to sign in from now on, so keep them somewhere safe.
4. **Add contacts.** You can add a secondary contact and an emergency contact, along with your home address. The text-message consent boxes are optional — check one only if you'd like the school to text that number.
5. **Choose how many children to register.** Select the number of children (1–8). A separate form will appear for each child.
6. **Fill in each child's information.** For every child, enter first and last name, gender, grade, date of birth, and program, plus any health conditions and food allergies. Fields marked with an asterisk (*) are required.
7. **Review and accept the Terms and Conditions.** Read the terms, then check “I accept the Terms and Conditions.”

8. **Submit your registration.** Click “Submit registration.” You'll be taken to the Fees tab on your account to pay.

Paying Your Tuition

After you submit your registration, the portal takes you to the **Fees tab** on your account, where you can pay your tuition online. Follow the prompts to complete your payment — payments are processed securely through Stripe. Your registration is confirmed once payment is received.

- **How much is due now:** The full amount is due on or before the first day of school.
- **Monthly payment plans:** If you'd prefer to pay monthly, we're happy to set that up. Just email weekendschool@salamcenter.org to arrange a plan.

Returning Families — How to Log In

Already have a Family Portal account from a previous year? You don't need to create a new account — just reset your password, then register your children for this year:

1. **Go to sunweb.us and click “Forgot Password?”**
2. **Enter your school code and email.** Type the school code **salam** and the email address you registered with before, then send the reset link.
3. **Check your email for the reset link.** Be sure to check your junk/spam folder as well — the email may land there.
4. **Click the link and set a new password.**
5. **Log back in.** Return to the login and enter your school code, email address, and new password.
6. **Register your children for this year.** On your **Dashboard**, click “**Register**” next to each child you'd like to enroll for this year.
7. **Go to the Fees tab and pay.** Open the Fees tab, confirm your registered children are listed, and pay your tuition. Payments are processed securely through Stripe.

Key Dates & Terms

- **First day of classes:** Sunday, August 16, 2026, starting at 10:00 AM.
- **Tuition:** Due on or before the first day of school.
- **Conduct:** Students are expected to attend regularly, arrive on time, and follow school guidelines.

Need Help?

If you have questions about registration, payment, or setting up a payment plan, please email us at weekendschool@salamcenter.org. We're glad to help, and we look forward to welcoming your family this year, insha’a Allah!