Instructions for Community Education Programs Online Registration System

New Account?

All registrations are now processed online. If you DO NOT already have a family account, please link to the following site to register.   https://www.daycareworks.com/reg_jocombs/start_registration.jsp

Programs are listed in alphabetical order. Scroll down to correct program and click on the program name.

Scroll down until you see the appropriate school and/or exact course and click the "Enroll" button.

Enter the information requested. At the pay screen, you select your own account username and password. Please make a note of this information, as you will need it to log back into your account.

To log back into your DayCare Works account go to the following site: https://family.daycareworks.com/login.jsp

You may want to bookmark this page for future access.

I just registered but I don't see this as an active program for my child? Please wait until the next business day, as all new program registrations must be approved.

Existing Family Account FAQs

Please don't start a new account for each family member or program.

Can't remember your username or password? If you can recall your user name, the system will email a password reminder.   If you can't remember either, please call the Community Education office at 480-987-5310 and we can reset your current account log in information for you.

Need to add a sibling? Please go to your "Personal" tab and use the "Add a New Student" button. After inputting the necessary information regarding the sibling, you are set to register that student in one of **our programs.**

Need to register for a new program? Simply go to your registration tab and enroll in the appropriate program.

Want to change emergency contact or medical information?   After logging into your existing account, please go to your "Personal" tab and click "Update Information" under the appropriate child's name. After entering the new information, click "Save." Update parent contact information using the "Update Information" button under the parent name.

Need to submit a schedule for the week? If you are using the daily Combs Kidz plan, registered for a camp, or enrolled in Young Coyotes logging into your account, go to the "Attendance" tab. Select the appropriate child and program before checking the day(s) for your schedule. When you are done

selecting day(s) choose "Add to Cart" at the bottom of the page.   Confirm that items in your cart are accurate. If done, complete the schedule by paying for your day(s). If you need to add additional days for a sibling, select "Find More." Return to the attendance tab, change the child's name &/or program from the top of the page and repeat the process.

Need a receipt, statement or year-end summary? At your "Home" tab you can select the PDF icon for either "Detail Year End" or "Statement" to print the information needed. If you would like the previous year information, be sure to select the desired year next to the "View Year."

Want to pay ahead? At the "Home" tab, if the amount due is $0 and you would like to pay ahead for your program, simple change the amount due to the amount you would like to pay and then click the "Pay Online" button.

Want the monthly tuition automatically deducted? Choose the "Auto-Pay" tab. Enter the credit card information. The Community Education staff will debit the selected card on the 1st of each month or the first business day after the 1st of the month. Auto-pay is simply a convenient option.

Not getting monthly tuition payment email reminders?   Please go to your "Personal" tab and make sure the email address listed is valid. To update information, click "Update Information" next to the parent name.

Can I change my password? Use the "Account" button at the top right corner of your screen.