



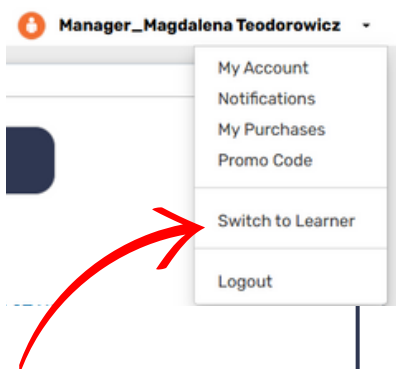
How to Change Your Center Status FROM PRIVATE TO PUBLIC

01

Log in to your account [HERE](#)

Please note: you can be logged in either as a **Manager (Faculty)** or as a **User (Learner)**.

- To check, click the small arrow next to your name in the upper right corner.
- You will see the option **Switch to Faculty** or **Switch to Learner**.
- To access your manager's account, make sure you are logged in **as Faculty**.
- To register a student, switch **to Learner**.

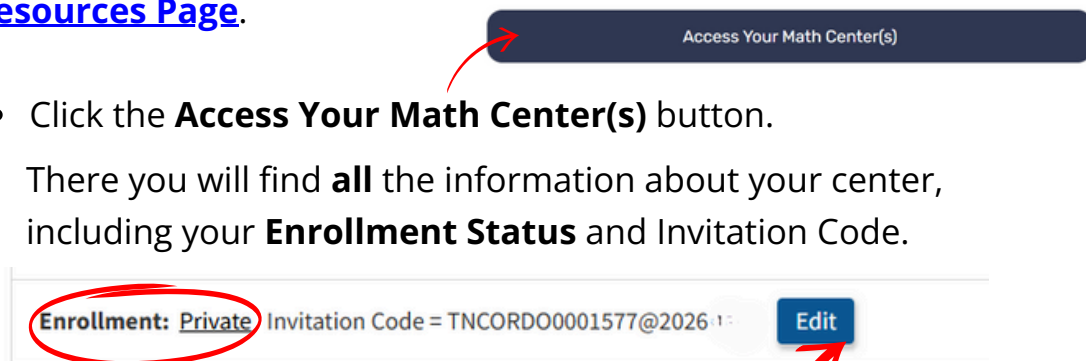


02

ACCESS YOUR CENTER INFORMATION

Once you are logged in as Faculty, you will be directed to the [Faculty Resources Page](#).

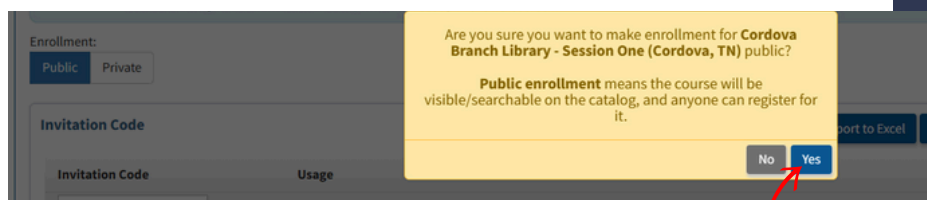
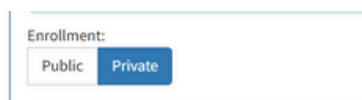
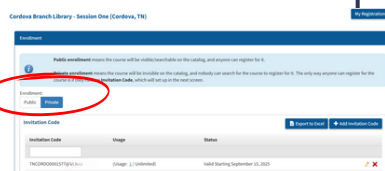
- Click the **Access Your Math Center(s)** button.
- There you will find **all** the information about your center, including your **Enrollment Status** and Invitation Code.



03

CHANGE ENROLLMENT STATUS

- Click the **Edit** button.
- A new window will open. Change your enrollment status from **Private** to **Public**.
- Another confirmation window will appear. To finalize, click **Yes**.



Please feel free to contact us at info@mathkangaroo.org with any questions.