



Guide: Member registration

Greek Language Program of Doha · GLP portal · “Member registration”

The registration form enrolls your family in the Greek Language Program for the academic year. It takes 4 short steps (about 5 minutes) and works on a computer and on a phone, in Greek or English (button “Ελληνικά” at the top right). Register all the learners of your family in one registration.

1 Before you start

Have ready: your details and those of a second guardian or an emergency contact from another household, each learner’s date of birth, and the birth certificate of each learner under 18 (PDF, JPG or PNG, up to 5 MB – a clear phone photo is fine). The page also lists the yearly fees per class. Press “Start”.

Member registration

Academic year 2026–2027

Before you start

The registration takes 4 short steps (about 5 minutes). Please include every learner of your family in this one registration.



[Step-by-step registration guide \(PDF\)](#)



[Ελληνικά \(PDF\)](#)

- Your details, and those of a second guardian or an emergency contact from another household
- Each learner's date of birth
- The birth certificate of each learner under 18 (PDF, JPG or PNG, up to 5 MB – a clear phone photo is fine)
- All details are written in Latin characters (A–Z)

2 Step 1 – Primary guardian

The primary guardian becomes the member and receives the invoices and the portal access. Write the names in Latin letters (A–Z), an email address you read (the confirmation and invoices are sent there), a phone number and the home address. If a guardian is a member of DESMOS (Greek Society of Doha), add the member’s name and number. Press “Continue”.

Member registration

Academic year 2026–2027

1 Guardian

2 Contacts

3 Learners

4 Confirm

Primary guardian

The primary guardian becomes the member and receives the invoices and the portal access.

First name

Last name

Maria

Papadopoulou

Email

maria.p@example.com

The confirmation and the invoices are sent here.

Phone

+974 Qatar

55123456

☒ Mobile

☐ Landline

Home address

Street, number, building

Zone 66, Street 850, Building 12

City

Doha

Area

West Bay

DESMOS membership (if any)

At least one guardian must be a member of the Greek Society of Doha – DESMOS for the registration year.

Member's full name

Membership number

Maria Papadopoulou

D-1234

Back

Continue

3 Step 2 – Contacts for emergencies

We need at least two contacts: add a second guardian **or** an emergency contact from another household (or both). The second guardian receives GLP updates once they confirm their own email address (it must differ from yours); the emergency contact receives none. Each needs a different phone number. Press “Continue”.

Member registration

Academic year 2026–2027

1 Guardian

2 **Contacts**

3 Learners

4 Confirm

Contacts for emergencies

We need at least two contacts so that we can always reach someone in an emergency: add a second guardian **or** an emergency contact from another household (or both).

Second guardian (optional)
Receives GLP updates; no portal account is created.

First name

Nikos

Last name

Papadopoulos

Email (optional)

nikos.p@example.com

Phone

+974 Qatar

55765432

Emergency contact (optional, as you added a second guardian)
A relative or friend from **another household**. Receives no updates.

First name

Last name

Phone

+974 Qatar

◀ Back

Continue ▶

4 Step 3 – Add a learner

Enter the learner's first and last name (Latin letters), date of birth and gender, and whether they already speak Greek. The class is chosen automatically from the age (recommended), or select "I will choose the class". Add any allergies (optional) and upload the birth certificate. Press "Save learner".

Member registration

Academic year 2026–2027

1 Guardian2 Contacts3 **Learners**4 Confirm

Learners

Add the learners one at a time (up to 6).

New learner

First name

Sofia

Last name

Papadopoulou

Date of birth

12/03/2018

Gender

☒ Girl / Woman

☐ Boy / Man

Does the learner already speak Greek?

☒ Yes

☐ Not yet

Class

☒ **Choose automatically from the age (recommended)**
Age 8 at the start of the year → ΤΑΞΗ Γ (Grade 3) · QAR 7,785.71

☐ I will choose the class

The GLP administration will review the details and reserves the right to place the learner in a different class.

Allergies or health notes (optional)

None

Birth certificate (required)

Choose file

birth_certificate.pdf · 0.0 MB

PDF, JPG or PNG, up to 5 MB. The file is stored securely and only the registration staff can see it.

Save learner

Cancel

< Back

Continue >

5 Your learners

Each learner appears in the list with their class. “Edit” corrects a learner and “Remove” takes one out. For brothers and sisters press “Add a learner” and repeat. When everyone is in the list, press “Continue”.

Member registration

Academic year 2026–2027

1 Guardian

2 Contacts

3 Learners

4 Confirm

Learners

Add the learners one at a time (up to 6).

Sofia Papadopoulou
12 Mar 2018 · Girl / Woman · speaks Greek
ΤΑΞΗ Γ (Grade 3) · QAR 7,785.71 (from the age) · certificate:
birth_certificate.pdf

EditRemove

+ Add a learner

< Back

Continue >

6 Step 4 – Check

Check all the details; “Edit” takes you back to the step to correct it. Below you see an estimate of the membership fees. The invoice itself is emailed separately.

Member registration

Academic year 2026–2027

1 Guardian

2 Contacts

3 Learners

4 Confirm

Check and confirm

Primary guardian[Edit](#)

Name

Maria Papadopoulou

Email

maria.p@example.com

Phone

+974 55123456 (mobile)

Address

Zone 66, Street 850, Building 12, Doha, West Bay

DESMOS member

Maria Papadopoulou #D-1234

Contacts[Edit](#)

Second guardian

Nikos Papadopoulos · +974 55765432 · nikos.p@example.com

Emergency contact

—

Learners[Edit](#)

Sofia Papadopoulou

ТАЭН Г (Grade 3) (from the age)

Estimated membership fees

Sofia Papadopoulou

ТАЭН Г (Grade 3)

QAR 7,785.71

Total (estimate)

QAR 7,785.71

This is an estimate. The invoice will be emailed separately to maria.p@example.com once the GLP Management has reviewed and admitted the registration.

7 Declarations and submit

Read and accept the waiver of liability and the consent for personal data processing (both required); updates by WhatsApp/SMS are optional. Check the declarant's name, tick "I'm not a robot" and press "Submit registration".

Declarations

▶ Privacy notice

By submitting I acknowledge that I may receive class and schedule updates by email, that the data is hosted in the United States with appropriate safeguards, and that any health information is used solely for safeguarding.

☒ **Waiver of liability and assumption of risk**
I have read and accept the waiver.

▶ Read the waiver

☒ **Consent for personal data processing**
I consent to the processing of the data as described.

▶ Read the consent

☐ I would also like updates by WhatsApp/SMS (optional).

Full name of the declarant (the guardian for a minor)

Maria Papadopoulou

< Back

Submit registration

8 Done

You see your member number. Open the email we sent you and press “Verify email” (check the spam folder too). The second guardian receives their own email and presses “Confirm email” to receive GLP updates too. The GLP subcommittee then reviews the registration and each learner’s class, and the membership-fee invoice is emailed to the primary guardian.

Member registration

Academic year 2026–2027



Thank you! Your registration has been received.

Member number: PARID0123

1. Open the email we sent to **maria.p@example.com** and press “Verify email” (please also check your spam folder).
2. The GLP subcommittee reviews the registration and, where needed, each learner’s class.
3. The membership-fee invoice will be emailed separately to the primary guardian’s email once the GLP Management has reviewed and admitted the registration.

Sofia Papadopoulou
ΤΑΞΗ Γ (Grade 3)

QAR 7,785.71

Total (estimate)

QAR 7,785.71

[Class schedule and events](#)

9 On a phone

The same steps, on the full screen; the step numbers at the top show where you are.

The screenshot shows a mobile interface for the 'Greek Language Program'. At the top, there's a header with the program name, language options (EA, EN), and a back arrow. Below this is the title 'Member registration' and the academic year 'Academic year 2026–2027'. A progress bar at the top indicates four steps: 1. Guardian..., 2, 3, and 4. The first step is active. The form is titled 'Primary guardian' and includes a sub-header explaining the guardian's role. It contains input fields for 'First name' (with example 'e.g. Angelo'), 'Last name' (with example 'e.g. Papadopoulos'), and 'Email'. Below the email field, a note states 'The confirmation and the invoices are sent here.' The 'Phone' section includes a dropdown for country code (set to '+974 Qatar'), a phone number input field, and radio buttons for 'Mobile' (selected) and 'Landline'. The 'Home address' section has a label 'Street, number, building' and an input field. At the bottom, there are 'Back' and 'Continue' buttons.

Greek Language Program EA EN

Member registration

Academic year 2026–2027

1 Guardian... 2 3 4

Primary guardian

The primary guardian becomes the member and receives the invoices and the portal access.

First name

e.g. Angelo

Last name

e.g. Papadopoulos

Email

The confirmation and the invoices are sent here.

Phone

+974 Qatar

☒ Mobile ☐ Landline

Home address

Street, number, building

< Back Continue >

Good to know

- If something is missing or not valid, the field is marked in red with an explanation, and a summary appears at the top of the step.
- If the connection drops while submitting, your answers stay on the page – press “Submit registration” again.
- Names and addresses are written in Latin letters, as on official documents.
- The birth certificates are stored securely and only the registration staff can see them.
- Already a member? Sign in to the portal and add new learners from “My learners” instead.