



How to access and Manage your Account

A quick guide for students & members



Step 1

Getting Started: Log In

- Go to www.afsandiego.org
- Sign in with your email address and password (top right corner)
 - First time? Use the "Forgot password" link to set a password
- Your portal works on computers, tablets and phones — 24/7



Step 1



The screenshot shows the homepage of the Alliance Française de San Diego website. At the top, the logo 'af Alliance Française San Diego' is on the left, and navigation links 'Home', 'About', 'Support us', 'Contact', and a shopping cart icon are on the right. A large blue arrow points from the 'LOGIN' link, which is accompanied by a person icon, towards the center of the page. Below the navigation bar is a horizontal menu with four colored buttons: 'LEARN' (red), 'CERTIFICATIONS' (blue), 'EVENTS' (pink), and 'MEMBERSHIP' (dark grey). The main banner features a background image of palm trees and a beach, with the text 'Welcome to the Alliance Française de San Diego'. Below this, three lines of text describe the school: 'We are a French language school for all ages and levels, part of the trusted worldwide Alliance Française network.', 'As a certified exam center, we offer internationally recognized French language certifications.', and 'We combine engaging French classes with cultural experiences and welcoming events for both francophones and francophiles.' Further down, there is a section with the Alliance Française logo, the text 'Adult classes for all levels', and 'Standard, Conversation and Art classes in UTC, Vista, Carlsbad, La Jolla and Online'. At the bottom, three small images show students in a classroom setting. Navigation arrows are visible on the left and right sides of the bottom section.

af Alliance Française San Diego

Home About Support us Contact

LOGIN

LEARN CERTIFICATIONS EVENTS MEMBERSHIP

Welcome to the Alliance Française de San Diego

We are a French language school for all ages and levels, part of the trusted worldwide Alliance Française network.

As a certified exam center, we offer internationally recognized French language certifications.

We combine engaging French classes with cultural experiences and welcoming events for both francophones and francophiles.

af Alliance Française San Diego

Adult classes for all levels

Standard, Conversation and Art classes
in UTC, Vista, Carlsbad, La Jolla and Online

Step 2

Manage your Account

- View and update your personal details and contact information
- Change your password at any time
- Keep your email up to date — **it is how we reach you**
- Manage your communication preferences



Step 2

The screenshot shows the website afsandiego.org in a browser. The header includes the logo, navigation links (Home, About, Support us, Contact), and a user profile icon labeled "BONJOUR". Below the header is a horizontal menu with four categories: LEARN, CERTIFICATIONS, EVENTS, and MEMBERSHIP. The main content area displays "Bonjour" followed by a text input field. Below this, it says "You are currently logged in" and "What would you like to do?". A large blue arrow points from the text input field to the "My Profile" link, which is represented by a document icon. Other links visible are "Student Portal" (person icon) and "Logout" (clock icon). The footer features a banner for "DESSERTS BY CLEMENT - VISTA" with three images: coffee cups, a storefront, and a street scene.

af Alliance Française San Diego

Home About Support us Contact

LEARN CERTIFICATIONS EVENTS MEMBERSHIP

Bonjour

You are currently logged in
What would you like to do?

Student Portal My Profile Logout

DESSERTS BY CLEMENT - VISTA

LEARN ▾

CERTIFICATIONS ▾

EVENTS ▾

MEMBERSHIP ▾

[Communication Preferences](#) | [Purchase History](#) | [Logout](#)

My Profile

E-mail Address

NOTE: Changing this will alter your login.

☐

CC to this e-mail.

Password

Enter a password greater than 4 characters

You already have a password set. [Click here to change it.](#)

Display Name

Enter a name that other users can identify you by.

Type

☒

Individual

☐

Company

First and Last Name

Mrs. ×

Update your email

Change your password

Complete your profile

Step 2

City	San Diego
State	CA
ZIP code	92131
Country	United States
Home Phone	
Work Phone	
Mobile Phone	
Gender	☐ Not Specified ☐ Male ☒ Female ☐ Other
Date of Birth	
Company Name	

Complete your profile

The date of birth is required
for minor students

Step 2

Company Name

other last name

additional last name (for families)

Course Location Preference for students

☐

Online

☐

In-Person at AFSD

center of interests

What are you most interested in (several answers possible)

☐

adult classes

☐

youth classes

☐

events

☐

certifications

UPDATE PROFILE

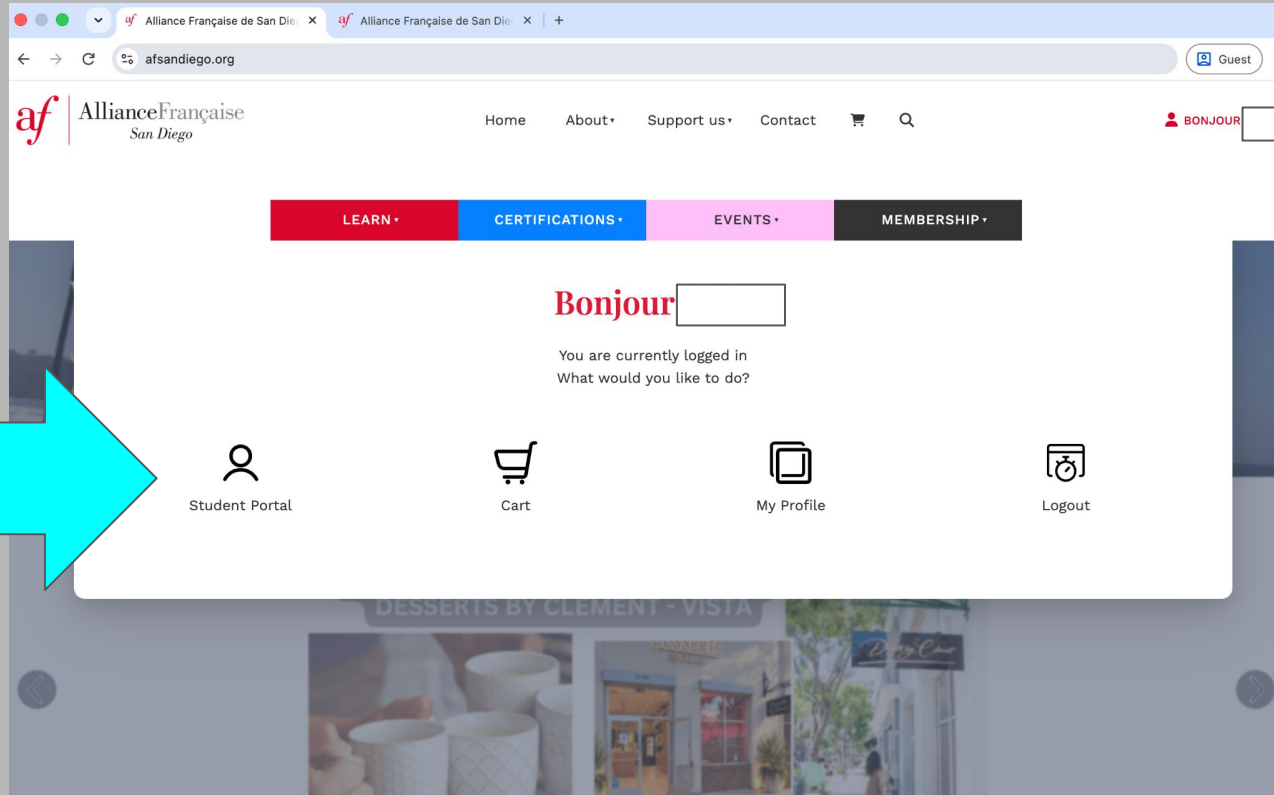
Optional for families

Optional to know you better

SAVE

Step 3

Navigate to your student portal



Step 3

Inside the student portal: Your membership

- Check your membership
- You can download and even print your membership card. We do not ask for it, but you may want to have it to benefit from offers reserved for our members with some of our partners.



Step 3

download or print your
membership card here

The screenshot shows the 'af MyPortal' dashboard for Alliance Française San Diego. A large cyan arrow points from the top right text to the 'Your Membership' section. Another cyan arrow points from the 'Dashboard' link in the left sidebar to the main dashboard area. A third cyan arrow points from the main dashboard area towards the right side.

af MyPortal DASHBOARD

af Alliance Française
San Diego

PM [dropdown]

Your Membership

INDIVIDUAL MEMBERSHIP
Expires: Jul 23 2027
Auto-renews: Jul 23 2027

Upcoming

French Film Club
WITH ENGLISH SUB
10 AWARDS AND 16 NOMINATIONS
13 FESTIVAL SELECTION
FREE FOR AFSD STUDENTS

6:30 PM LA JOLLA

KUESSIPAN

Enjoy light refreshments sponsored by Ingrid Paste

My Active Courses

You have no active classes.

ENROLL IN A COURSE →
PURCHASE HOURS → TOTAL NO. OF ENROLLMENTS: 0

My Library Account GO TO MY LIBRARY >

ACTIVE

Borrowing Rights

0

French Film Club (with English sub)

Step 3

Inside the student portal: upcoming events

- Check featured events
- See all events on the website
 - <https://www.afsandiego.org/events/>



Step 3

af MyPortal

Dashboard

Courses

Private Courses

Book a Course

Timetable

My Library

Invoices

My Profile

Settings

DASHBOARD

Bienvenue,



My Active Courses

...

You have no active classes.

ENROLL IN A COURSE →

PURCHASE HOURS →

TOTAL NO. OF ENROLLMENTS: 0

My Library Account

GO TO MY LIBRARY >

ACT

Borrowin

0

Your Membership



INDIVIDUAL MEMBERSHIP

Expires: Jul 23 2027

Auto-renews: Jul 23 2027

Upcoming

1

FRENCH FILM CLUB

WITH ENGLISH SUB

10 AWARDS AND 16 NOMINATIONS

13 FESTIVAL SELECTION

FREE FOR AFSD STUDENTS

6:30 PM

LA JOLLA



KUESSIPAN

Enjoy light refreshments sponsored by Ingrid Paste



French Film Club (with English sub)

Step 4

Inside the student portal: Courses

- Check your class schedule and upcoming sessions
- Download course materials and documents shared by your teacher
- Read announcements and posts from your class
- Keep up with assignments and homework between lessons



Step 4

On the portal you can access **your courses**

The screenshot shows the 'MyPortal' dashboard for Alliance Française de San Diego. The browser address bar displays 'afsandiego.org/af/students/dashboard/'. The page features a sidebar with navigation links: Dashboard, Courses, Private Courses, Book a Course, Timetable, My Library, Invoices, and My Profile. The main content area is titled 'DASHBOARD' and includes a welcome message 'Bienvenue,' followed by a large illustration of two people studying. Below this, there are three main sections: 'My Active Courses', 'My Library Account', and 'Your Membership'. The 'My Active Courses' section, highlighted by a large blue arrow, lists a course titled 'Parlons Cinéma : French Through Film A2 -B2' for the 2026-FALL semester. It provides details about the next class on Thursday, October 8, 2026, at 6:30pm, taught by Anastasia Shapovalova. The 'My Library Account' section shows 'ACTIVE' borrowing rights with 0 borrowed items and 0 reserved documents. The 'Your Membership' section indicates an 'INDIVIDUAL MEMBERSHIP' that expires on August 25, 2027, and auto-renews on August 19, 2027. An 'Upcoming' section features a poster for the 'FRENCH FILM CLUB' with a selection of films including 'LA JOLLA' and 'KUSSIPAN'. At the bottom, there is a notice for a French Film Club event on Saturday, October 10, from 9-10:30 AM, featuring desserts by Clement-Vista.

af MyPortal

DASHBOARD

af Alliance Française San Diego

Guest

Bienvenue, [redacted]

My Active Courses

COLLECTIVE

Parlons Cinéma : French Through Film
A2 -B2
2026-FALL-Cinema-A2-B2-THU-630PM-UTC [2026 - Fall]

NEXT CLASS FOR THIS COURSE
Thursday Oct 8 2026 - 6:30pm → 8:30pm
Anastasia Shapovalova
AF San Diego > Andre Malraux

ENROLL IN A COURSE

TOTAL NO. OF ENROLLMENTS: 1

My Library Account GO TO MY LIBRARY >

ACTIVE

Borrowing Rights

0

Borrowed Items

0

Reserved Documents

Your Membership

INDIVIDUAL MEMBERSHIP
Expires: Aug 25 2027
Auto-renews: Aug 19 2027

Upcoming

FRENCH FILM CLUB
WITH ENGLISH SUBS

TO AWARDS AND 16 NOMINATIONS
13 FESTIVAL SELECTION

FREE FOR AFSD STUDENTS

6:30 PM LA JOLLA

KUSSIPAN

French Film Club (with English sub)

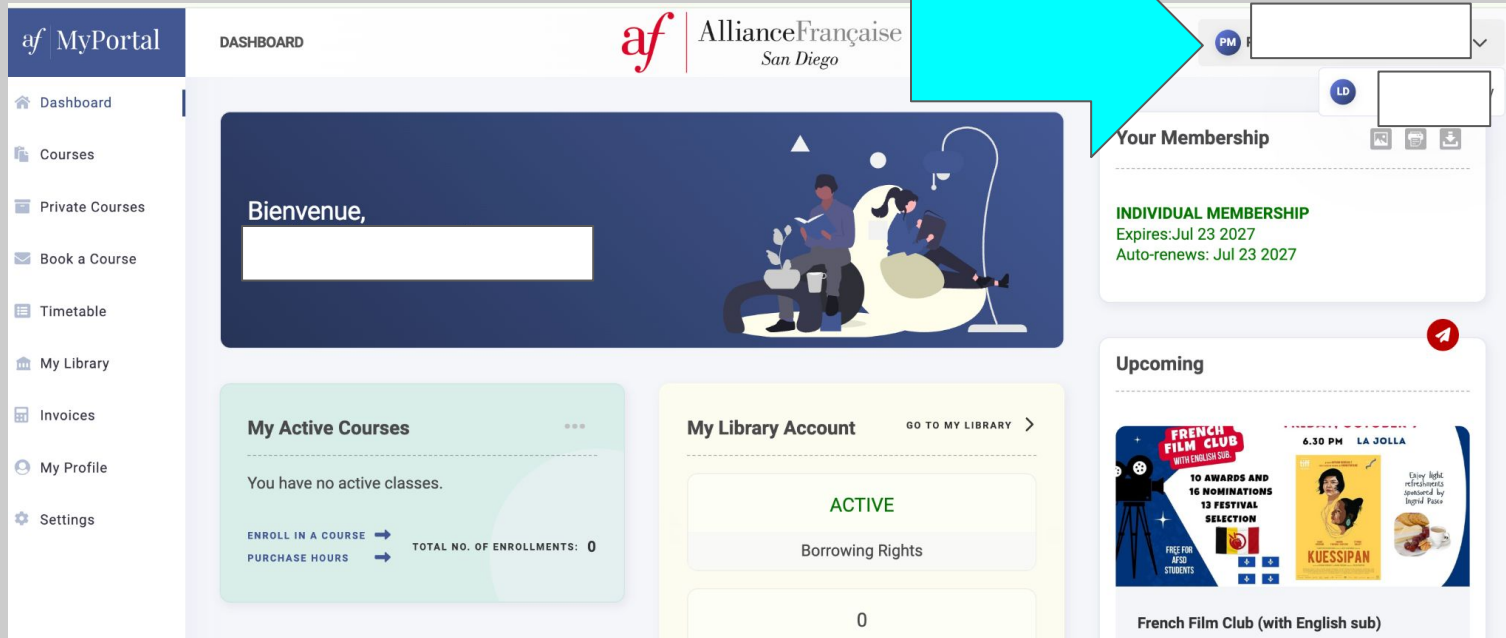
OCT 9 2026
6:30PM - 9:00PM

FEATURED IN PORTAL SOCIAL FILM CONVERSATION

Meet friends in French!
SATURDAY, OCTOBER 10 - 9:30 AM
DESSERTS BY CLEMENT - VISTA

Step 4

NB: For parents of students make sure to log into the right profile. Only the account of the student enrolled has access to the assignments.



The screenshot displays the 'af MyPortal' dashboard for Alliance Française San Diego. A red arrow points to the user profile dropdown menu in the top right corner, which shows the user's initials 'LD' and a profile picture placeholder. The dashboard includes a sidebar with navigation links: Dashboard, Courses, Private Courses, Book a Course, Timetable, My Library, Invoices, My Profile, and Settings. The main content area features a welcome message 'Bienvenue,' followed by three sections: 'My Active Courses' (showing no active classes), 'My Library Account' (showing 'ACTIVE' status and 'Borrowing Rights' of 0), and 'Upcoming' (listing a French Film Club event on 6.30 PM LA JOLLA, featuring a movie poster for 'KUSSIPAN' and a list of awards and nominations).

Step 4

af Alliance Française de San Diego x af Alliance Française de San Diego

afsandiego.org/af/students/courses/edit/?course_id=93

Guest

af MyPortal

VIEW COURSE

Parlons Cinéma : French Through Film A2 -B2

Dashboard

Courses

Private Courses

Book a Course

Timetable

My Library

Invoices

My Profile

Settings

AR

Write something awesome, Arie.

AR

EDIT PROFILE

COURSE FEED

MY ASSIGNMENTS

MY DOCUMENTS

STUDENTS

AS Anastasia Shapovalova posted an assignment.

ASSIGNMENT

Lee Orphelins

TEACHER Yesterday 9:30pm

ASSIGNMENT

DESCRIPTION

Bonjour chers cinéphiles,

Vous trouverez le document en pièce jointe.

NEXT CLASS

Thursday Oct 8 2026 - 6:30pm ▶ 8:30pm

Anastasia Shapovalova

AF San Diego > Andre Malraux

VIEW SCHEDULES

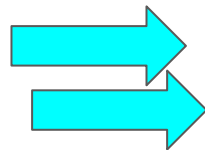
UPCOMING

FRENCH FILM CLUB

FRIDAY, OCTOBER 9 6:30 PM LA JOLLA

Step 5

Book classes: group or private



af MyPortal

BOOK A COURSE

af Alliance Française
San Diego

PM PAUL.JR.MILLERS@GMAIL.COM

Dashboard

Courses

Private Courses

Book a Course

Timetable

My Library

Invoices

My Profile

Settings

YOUTH

ADULTS

ALL AGES

FILTER BY:

Age

Level

Session

Location

Type

Day/Time

Unsure of your level in French? Click here to take a free placement test.

Toddlers to PreK

A1 Beginner

Éveil au français - Early Introduction to French A1 to B1

STANDARD COURSES

A gentle and joyful first contact with the French language for children ages 2 to 5.

In this playful environment, children discover French through songs, stories, movement, and art activities designed to spark curiosity and imagination. Each session blends rhythm, color, and creativity — from singing simple French tunes and listening to short tales, to exploring textures and shapes in themed crafts.

The goal is to nurture early language awareness while creating positive, sensory-rich experiences that make French feel natural and fun.

Teacher: Nadine El Rayess

classes are scheduled on

• September 26

October 10

ORDER THIS COURSE:

Saturday 3:15pm ▶ 4:15pm

26 Sep 2026 ▶ 12 Dec 2026

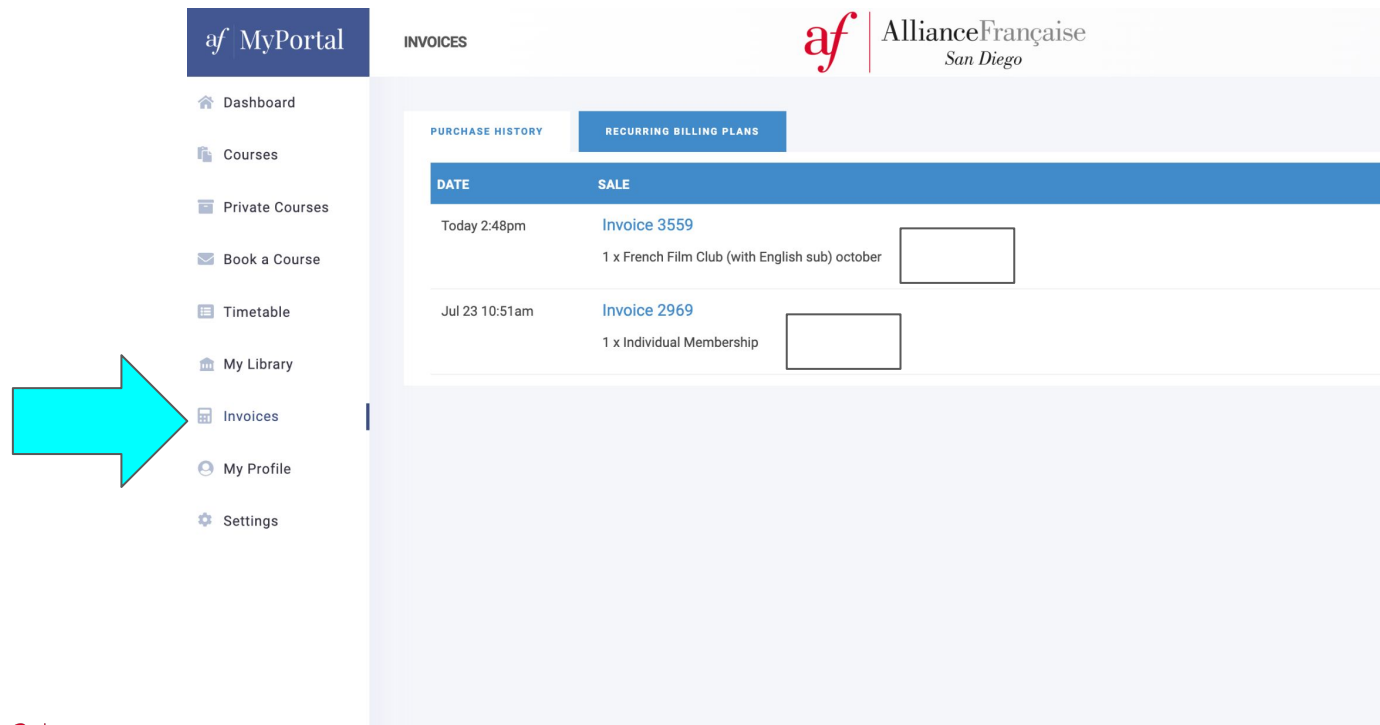
AF San Diego

Only 1 spot left!

af Alliance Française
San Diego

Step 6

Access your invoices



The screenshot shows the 'af MyPortal' interface. The left sidebar contains a list of navigation links: Dashboard, Courses, Private Courses, Book a Course, Timetable, My Library, Invoices, My Profile, and Settings. A large red arrow points to the 'Invoices' link. The main content area is titled 'INVOICES' and features the Alliance Française San Diego logo. Below the logo, there are two tabs: 'PURCHASE HISTORY' and 'RECURRING BILLING PLANS'. The 'PURCHASE HISTORY' tab is active, displaying a table with two columns: 'DATE' and 'SALE'. The table contains two rows of data, each with a date, an invoice number, a description, and a placeholder box.

DATE	SALE
Today 2:48pm	Invoice 3559 1 x French Film Club (with English sub) october
Jul 23 10:51am	Invoice 2969 1 x Individual Membership



Alliance Française
San Diego

Need help?

- Questions about your account or enrollment?
Contact our team at culture@afsandiego.org
We are happy to help

