Instructions for Online Registration

1. Go to Danville's website (http://www.danvillecsd.org)
2. Click on "**JMC Online"** in the upper right hand corner
3. Click on the **Family** Icon.
4. Check to make sure you are in the 2023-2024 school year.
5. Log in with your username (parent's last name in lowercase letters) and password. (If you need it, please contact the elementary office, high school office or click change password or forgot password.
6. There are some forms that still need to be downloaded / printed and returned to the respective office. If you need any of the forms, please click on the Downloadable link for the forms your student needs, and return on the first day of school.
7. Click on the "Register for 2023-2024" button on the left again. Then click "Start / Continue Registration Process".
8. On the Health Custom Fields, when asked "+new allergy". Please add **ALL** and **ANY** allergies.
9. When you have gone through all of the questions and filled in all of the fields click the "Finish" button which will appear in the top right corner of the screen.
10. Now you can pay your fees through JMC! Click on Tuition / Fees. The school fees are already added. Click on "Pay My Bill" in the upper right hand corner.
11. If you want to buy a yearbook or athletic pass. In the left column click on Tuition / Fees. Then click on "Purchase Items"(in the top middle), choose the student you want to have the yearbook or athletic pass. You have to scroll down in the choices to see all items. Once added to cart click on "Check Out". Then pay with Debit or Credit Card. A Convenience fee is included.
12. If you do not want to pay online, you may mail a check to Danville CSD, 419 S. Main St, Danville, IA 52623 or pay in person.
13. You can also put money on the family lunch account. Click on "Lunch" on the left.
14. Click "JMC Online Deposit (Family Account)" It is **ONLY** for meals, not 4PK or KDG snack milk tickets. A convenience fee is included.
15. Elementary parents, to find your student's teacher. In Family Portal, click on Academics - Schedule - Teacher's name is on top of the page.