

Hello Parents and Guardians –

This year we will be continuing with online registration for all students, new and returning.

RETURNING STUDENTS ONLY: Please note that registration **MUST** be done annually.

Parents/Guardians please sign into their *parent account in Alma. If you have not used your parent account before please contact the school and we will reset your password to activate your account. From there you can sign into Alma for your child's school. Once you sign in, you will see your student and the ALMA Start LOGO. You will need to click on that, and then click "connect account" and set up your ALMA start account. (*If you used online registration last year, your ALMA start will already be connected) From there you can begin the annual registration process. **You may need to** click on the green plus sign when you click on your child's icon in Alma Start.

If you have a new Kindergarten student to register, you will see a “+” sign to add a new student to your account. **

Also, if your Franklin School District student is moving from one school to another (for example: PSS grade 3 to FMS grade 4), they are still a returning student not new**.

*If you have an active account the addresses are as follows: (Franklin High School) fhs.getalma.com (Franklin Middle School) fms.getalma.com (Paul Smith Elementary School) pss.getalma.com (These are not links, please type into your browser.

Hints: *To complete registration for your current students, you'll follow these steps:

1. Log into your school's Alma link (not Alma Start)
2. Click your initials/image at the top right
3. Click Alma Start
4. Click on your child's name in the left hand margin
5. Click on the green plus sign at the top right
6. Choose your school, the year, and child's grade level; this should bring up the processes for your child
7. Review all forms and complete any missing information and update any existing information

Franklin School District


PLEASE LOGIN

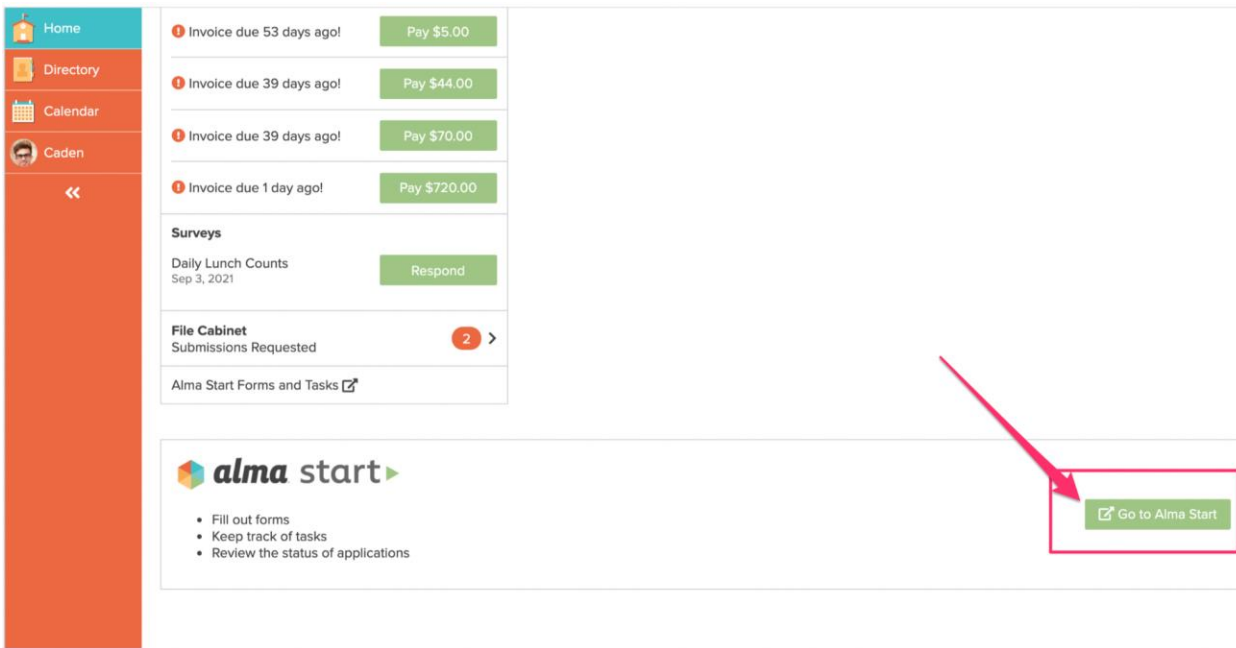
USERNAME
Username

PASSWORD
Password

LOGIN

[I forgot my password](#)





If you need further assistance, you can click on study guide and then type ALMA Start into the search.

You may also access this registration training video:

<https://vimeo.com/showcase/7644983> Password: Sparkpotential2020 (click on the Alma Start for Current Families Video)

This process does not work well on a phone. If you are having issues and need assistance we have a “registration” computer at each school for you to use.

IT IS VERY IMPORTANT THAT YOU RE-REGISTER YOUR STUDENT WITH THE INSTRUCTIONS ABOVE AND NOT THROUGH THE LINK FOR NEW STUDENTS THAT YOU MAY SEE ON OUR WEBSITE. IF YOU USE THE LINK FOR NEW STUDENTS, YOUR CHILDS INFORMATION WILL NOT SHOW AND YOU WILL NEED TO RE-DO THE REGISTRATION.

You can also contact your *school secretary or email support@getalma.com

*FHS –Cathy Viau 934-5441 cviau@gm.sau18.org

*FMS – Joyce Baca 934-5828 jbaca@gm.sau18.org

*PSS – Pam McDonald 934-4144 pmcdonald@gm.sau18.org