How to Complete Online Registration (OLR)
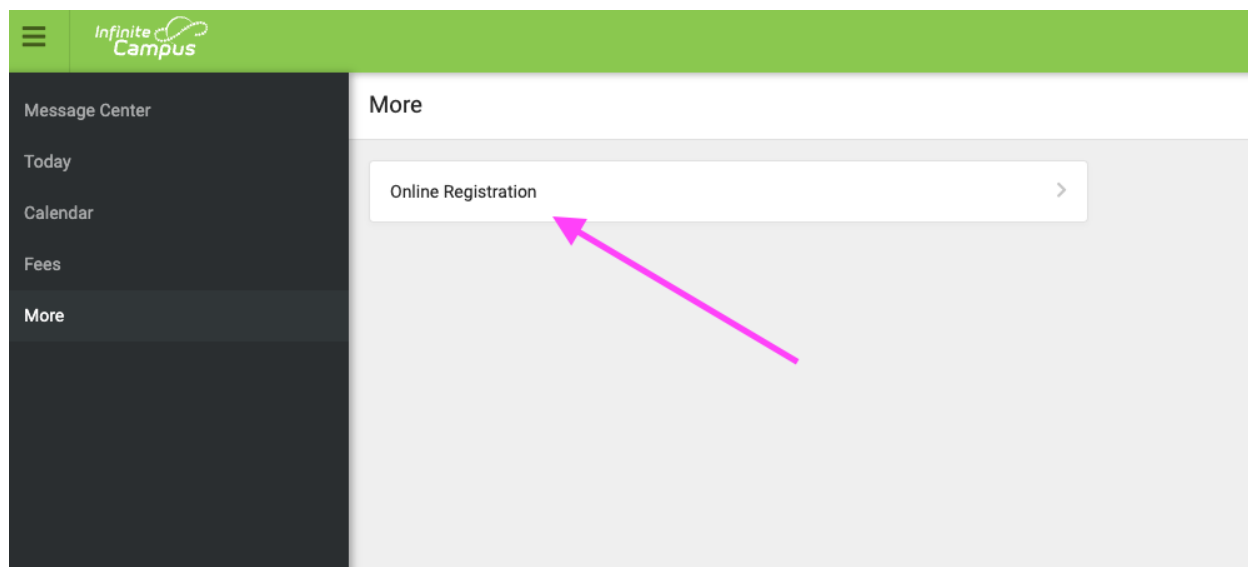
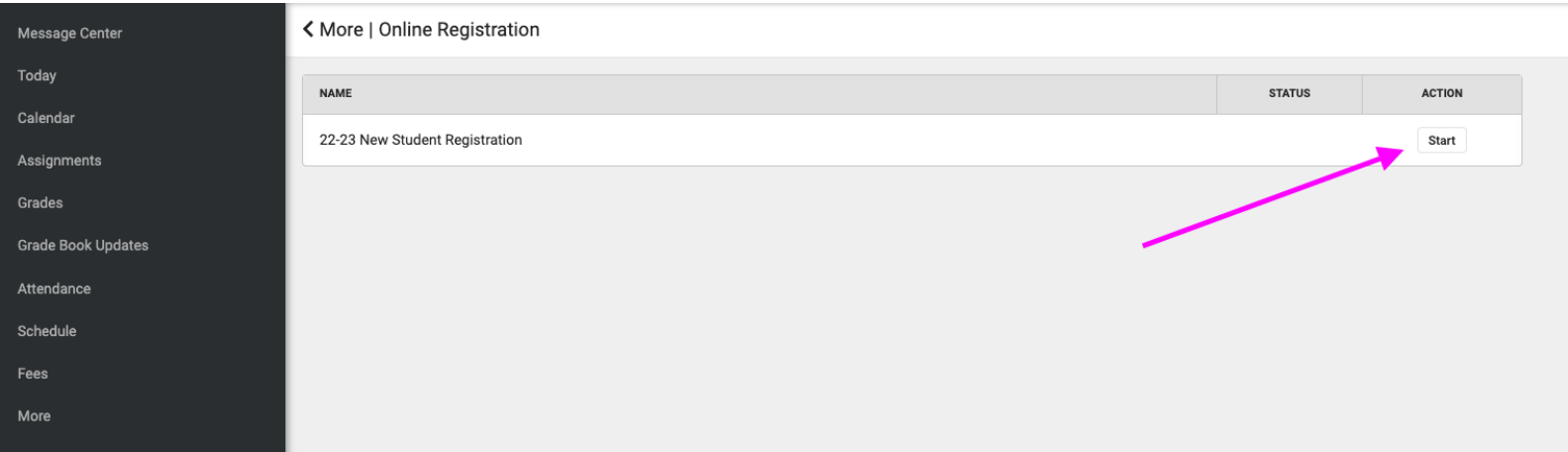## 1.) Login to the parent portal using your username and password.

2.) Once you are logged in, select "more" from the list on the left side.
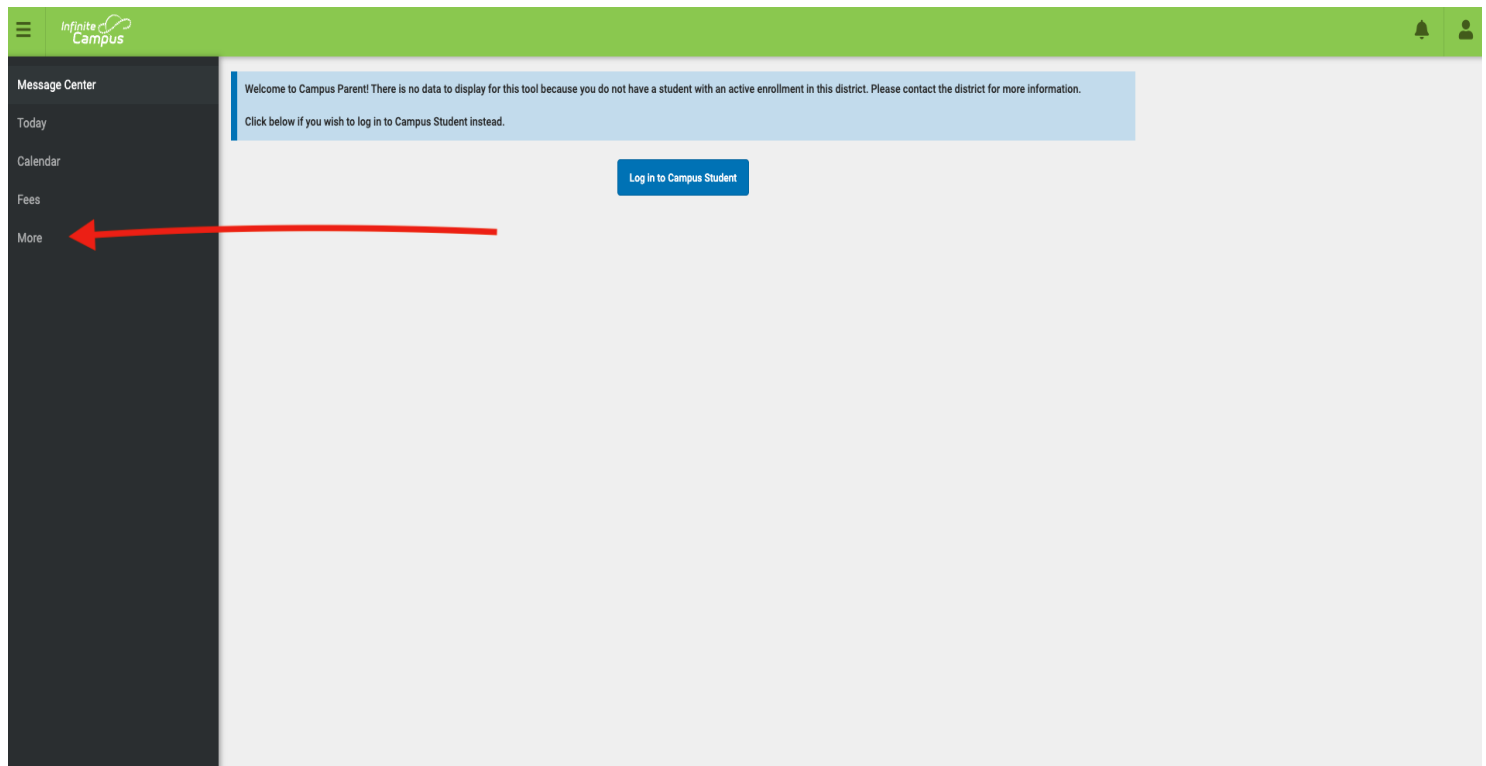
3.) Select "Online Registration" from the listed options.

4.) Select " Start" from the actions list on the right side of the screen.

5.) Follow the on-screen prompts and fill out the registration form to the best of your knowledge.

Please note - All fields with an asterisk are required

Please note - You MUST provide 2 emergency contacts for your student(s) that are not the primary parent/guardian.