

# rSchoolToday Activity Registration

## QUICK START GUIDE FOR NEW PARENTS

1. Go to: lakeparkaudubon.com
2. Click on Activities – Athletics Registration – Registration
3. Click the “Activities Team Registration” icon on the homepage.

Welcome to Lake Park Audubon High School Athletic Registration

Click the icon below to register for an activity



4. For new user, click the “Create New Account” button. **NOTE:** If you previously have an account and want to add another student, log into your account and then add the student. **DO NOT create another account.**

Registration | Login

| New Users   | Returning Users   |
|---|---|
| <p>If you have <b>NOT</b> registered online before, or have not received your username and password, please click the button below to create your account.</p> <p><input type="button" value="Create New Account"/></p> | <p>If you have <b>registered</b> online before, please click the button below to Log in to your Account. This will pre-fill all of your information and allow you to register more quickly.</p> <p><input type="button" value="Login to My Account"/></p> |

5. Enter your first name, last name, **VALID email address**, desired username and password. Then, click “Sign Up” button.

## Sign Up


Create New Account [I already have an account](#)

Parent/Guardian First Name \*

Parent/Guardian Last Name \*

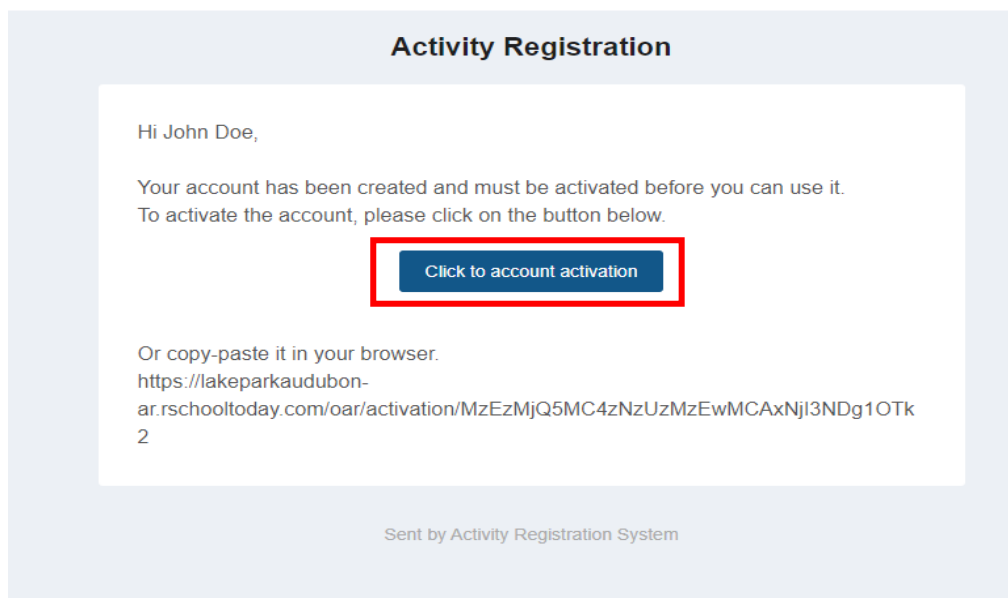
Username \* Password \*

Email \*

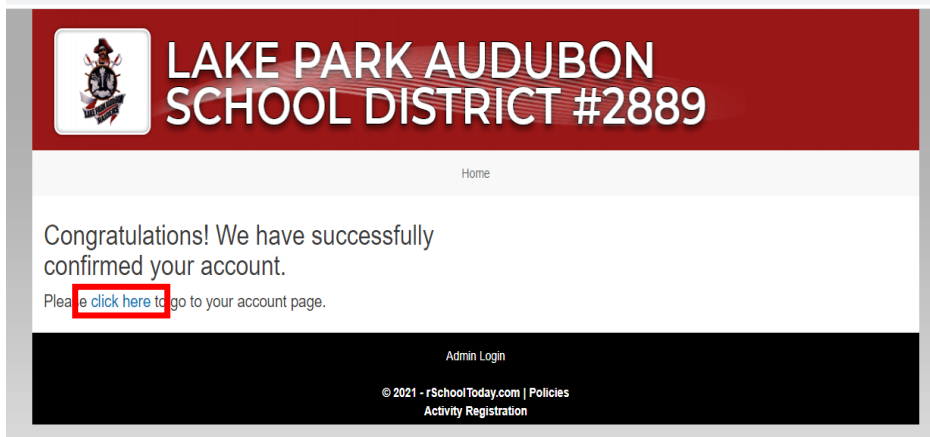
I'm not a robot  reCAPTCHA  
Privacy - Terms

Sign Up

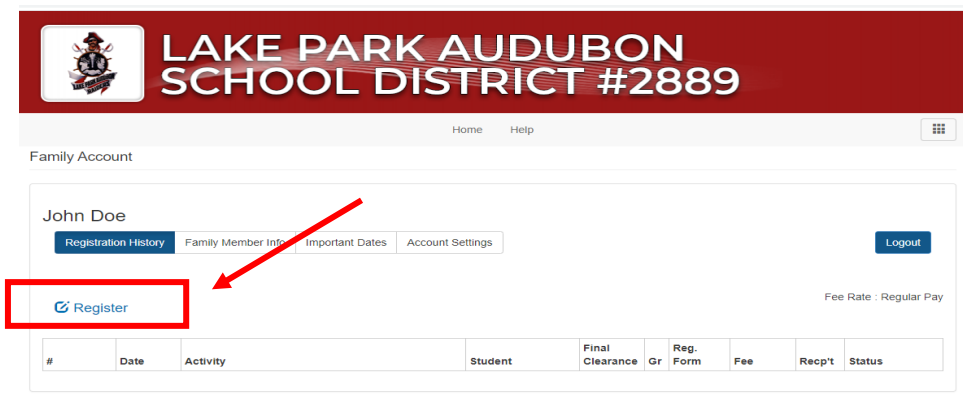
6. A message will be sent to your email. Click the link provided to activate your account. NOTE: You can only try it once. If you try it again on a different device you will get an error message.



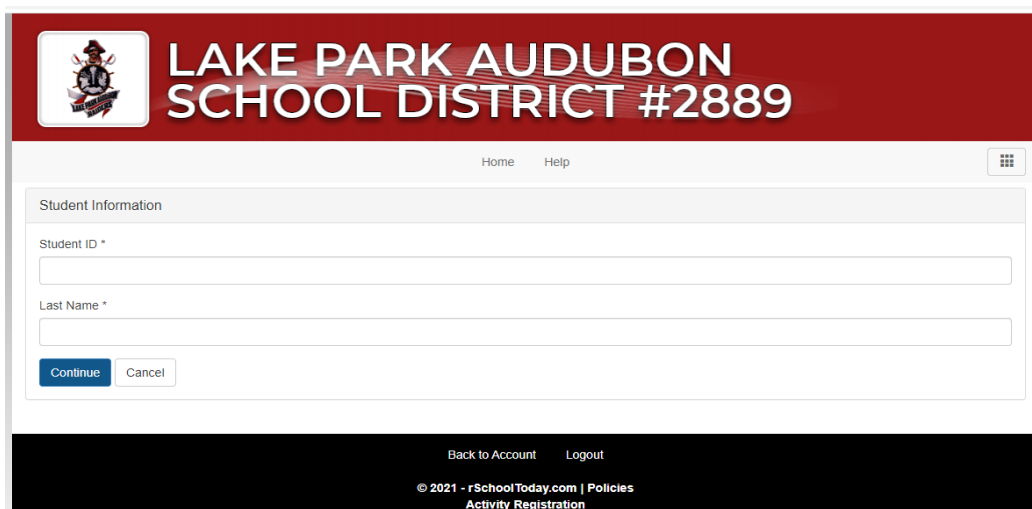
7. You will be routed to a confirmation page that your account had been confirmed or activated. Click the “click here” to go to your family account.



- To register your child, click the “Register” link (with blue paper and pencil icon). The registration form will pull up once clicked.



- You will need your child’s school ID number (lunch number) when you register them for the first time. Your child should know this number or you can find it by logging into ParentVue.



NOTE: If it asks you to select a form, please choose the correct registration form for the student. If your student is a 7–8 grader you will choose form “Lake Park Audubon 7<sup>th</sup>–8<sup>th</sup> Grade Activity Registration”; if your student is a 9–12 grader you will choose the form “Lake Park Audubon 9–12<sup>th</sup> Grade Activity Registration”.

While filling out the registration form any field with an \* is a required field. If you are able to upload your child's sports physical, please do so. If you are not, please bring the original to the school and we will upload it for you.

You will only be able to register your child for the sports you see on your screen when you get to that point in the registration.

You can pay online (there is an additional \$3 fee) or you can make payment the night of orientation, or drop it off at the high school. Payment MUST be made before your child can participate. If your student qualifies for Free & Reduced Meals, you will not be charged for any activity fees. If you will be paying another way besides online or if your child does not have to pay a fee because of Free & Reduced Meals, please click on the "Pay later" button.

If you have any questions or if you run into any problems while registering your child please email Becky Pederson at [bpederson@lpa.k12.mn.us](mailto:bpederson@lpa.k12.mn.us).

Thank you