

HILLS-BEAVER CREEK, I.S.D. 671

ONLINE STUDENT REGISTRATION INSTRUCTIONS 2019-2020

H-BC Schools are again utilizing an online registration system called FamilyID—it is the same system that was used to register/enrollment for this last school year 18-19.

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for school. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs. This program is separate from our JMC student information system and you will have to initially enter student and parent information.

REGISTRATION PROCESS:

If you have a FamilyID account already from the 18-19 school year click on the link (or copy and paste in a web browser)below to register/enroll your student:

[Elementary Student Registration](#)

[Secondary Student Registration](#)

FIRST TIME USERS Follow these steps:

1. To register, click on the link THIS LINK: <https://www.familyid.com/hills-beaver-creek-isd-671>
2. Select the registration form under the word **Programs—either elementary K-5 or secondary 6-12.**
3. Next click on the green **Register Now.** Because this will be the first time you are logging in, you will need to create a Family ID account. Click on **Create Account** to get started.
4. **Create** your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select **I Agree** to the FamilyID Terms of Service. Click **Create Account.**
5. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).
6. Click on the link in your activation E-mail, which will log you in to FamilyID.com
7. Proceed to the enrollment button to enroll.

REGISTERING YOUR STUDENT

1. Once in the registration form, complete the information requested for student one. All fields with a red* are required to have an answer.
2. Click the **Continue** button when your form is complete.
3. Review your registration summary.
4. In order to register a second student, you may have to return to the original registration page and select the appropriate program or school

When finished, you have two options. You can indicate any payments that will take place through PaySchools or indicate that you will pay in cash or check. No payment will be recorded in the Family ID system, but you will click on **Pay** to complete the registration. After you click **Pay**, you will receive a completion email.

At any time, you may log in at www.familyid.com to update your information and to check your registration(s). To view a completed registration, select the 'Registration' tab on the blue bar.

SUPPORT:

- If you need assistance with registration, **contact** FamilyID at: support@familyid.com or 888-800-5583 x1.
- Support is available 7 days per week and messages will be returned promptly.

Sincerely,



Todd Holthaus
Superintendent