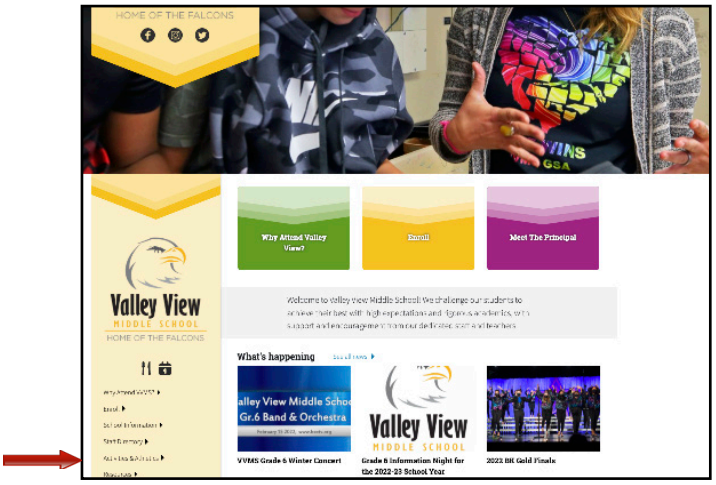
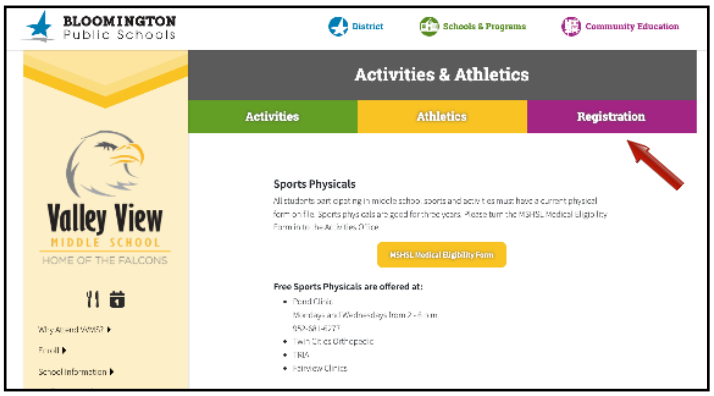
Dear Parent /Guardian,

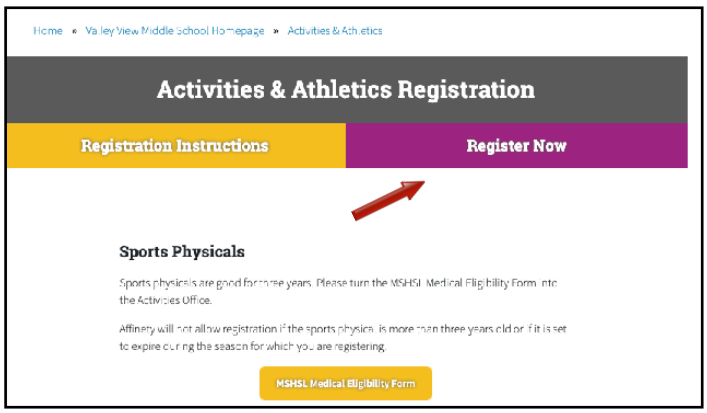
To register your student for athletics, all registration is on-line. You start on our school website and click on Athletics on the left hand side. Continue by clicking on "Registration. You should be on the registration info page. #1 is the link to the registration forms and #2 is more instructions on how to register.

Visit: https://1928a.cf.wordwareinc.com/?p=1709



Scan this QR Code for registration login page as well....

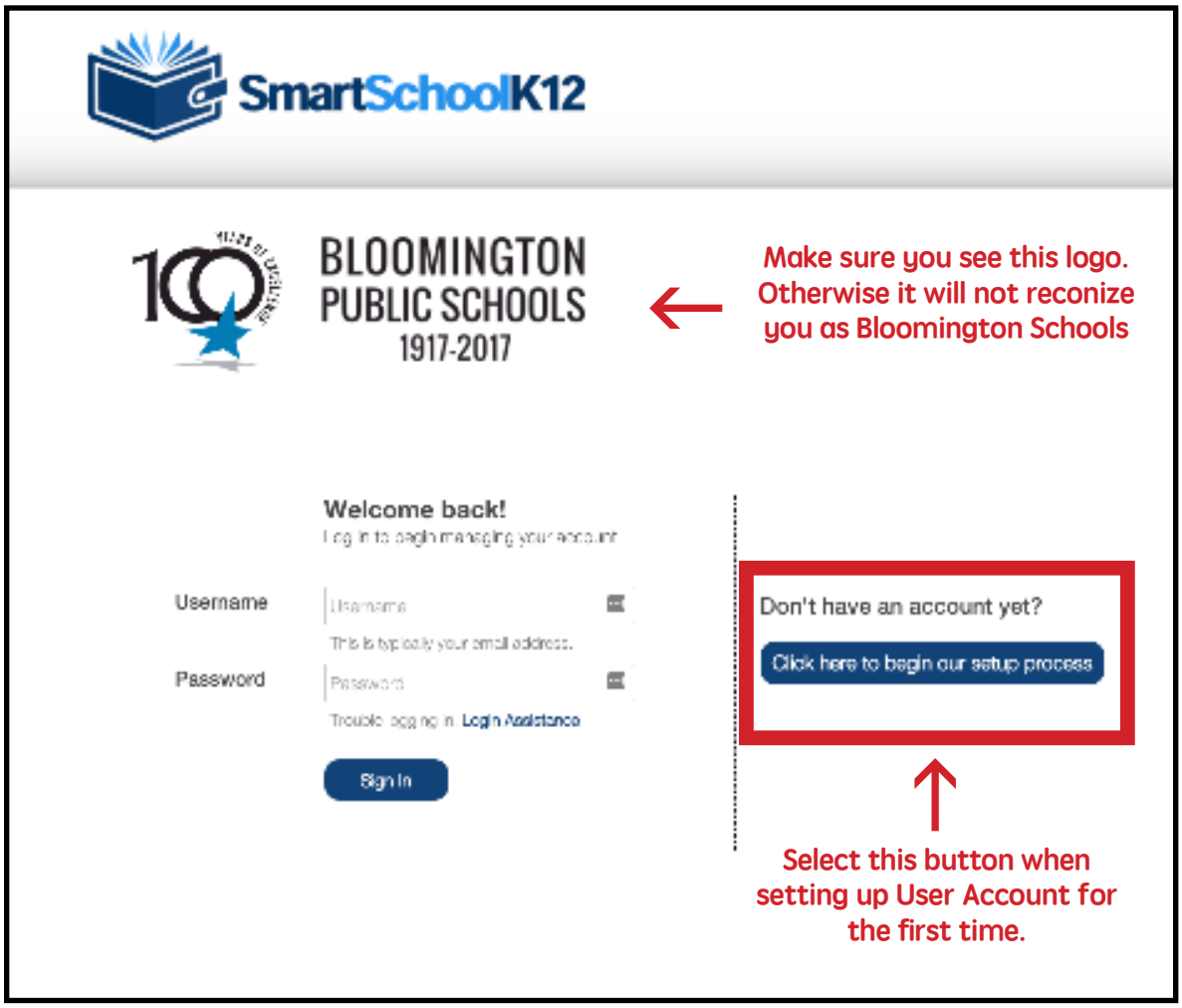




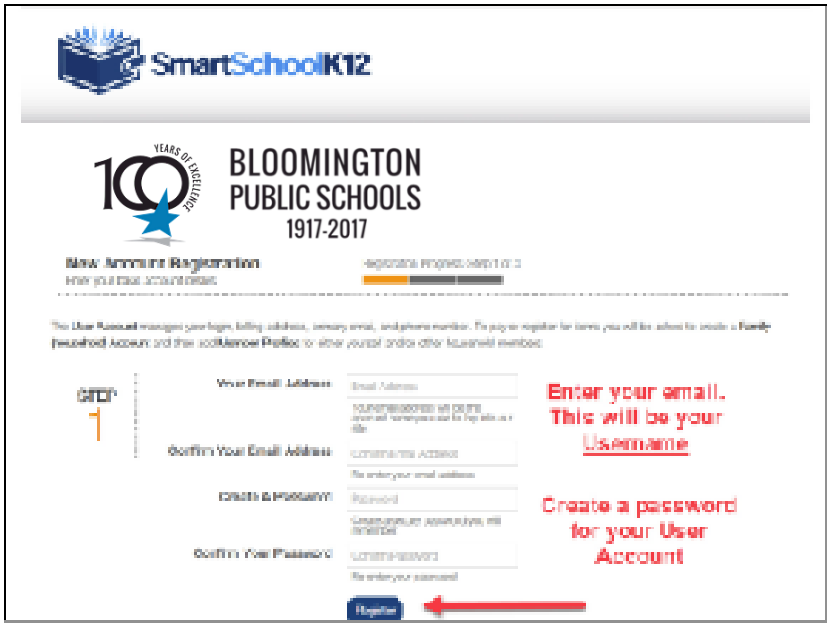
Parents need to create a login using their email and a password of your choice. You'll then link your student to your account using their student ID#. If you created an account last year, just log in.

We recognize that there will be some questions as we begin this on-line process. If you have any questions, please contact Lori Esser at: Lesser@isd271.org or 952-681-5012 (Kennedy) or Stephanie Kasel at: skasel@isd271.org or 952-806-7627 (Jefferson).

Thank you

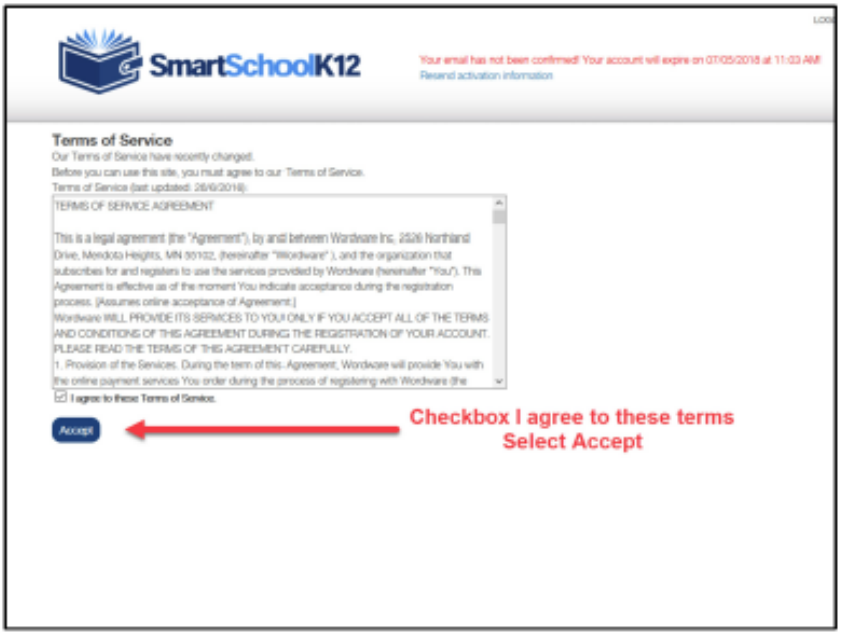


This website is to register your students for sports and activities for Bloomington Middle and High schools. If you already have an account simply log in with your email and the password of you choice. If you do not have an account, click on **“Click here to begin our user setup process”** to start the process.



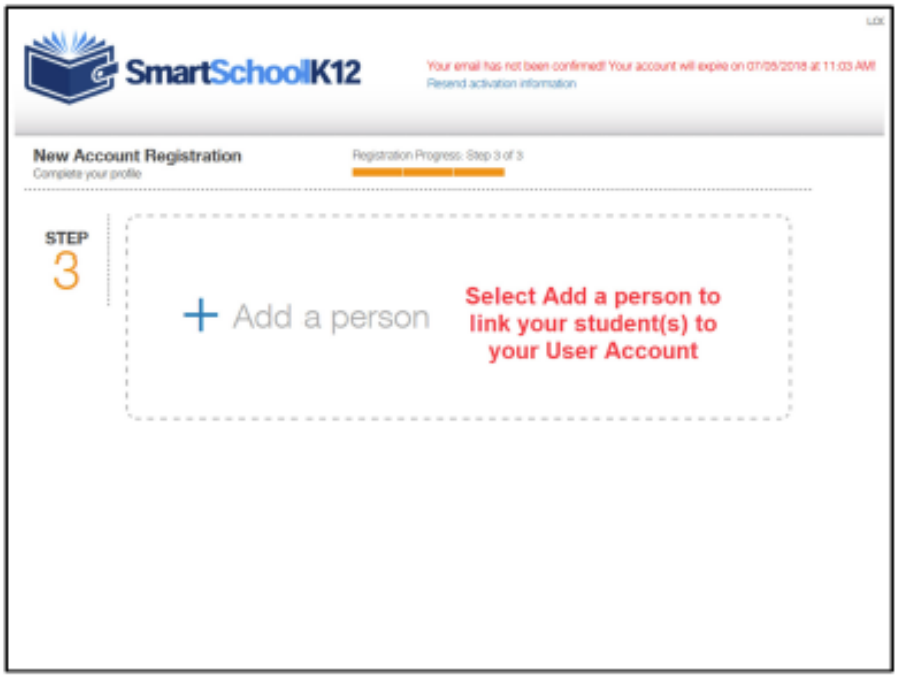
Your new USER ACCOUNT login will be your email address and a unique password created by you

Select the "Register" button to continue on to the next step in the process



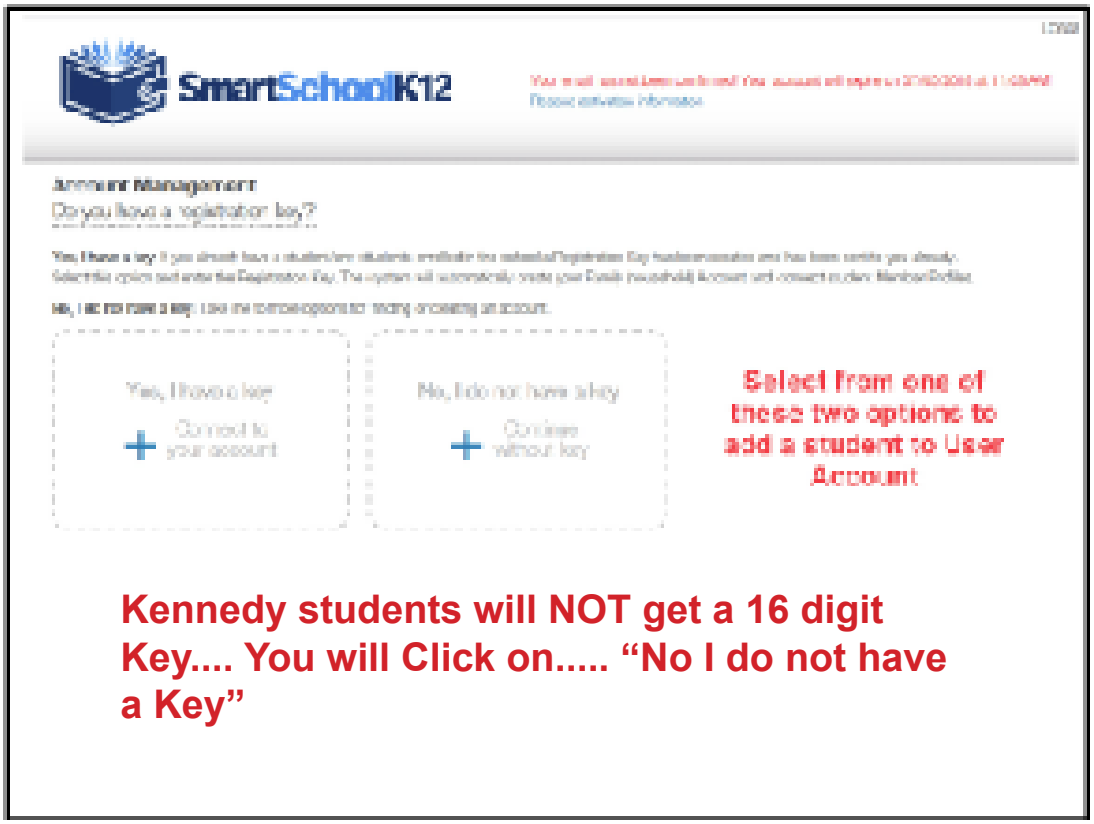
You must select the checkbox to agree to the terms of use then select the "Accept" button to advance to the next step for creating a USER ACCOUNT

Enter information about yourself regarding your user account then press the "Submit" button



Congratulations! You have just created your USER ACCOUNT

Select the plus
"+" icon to add a student to your USER ACCOUNT



The school will have the option to provide two methods for you to add a student to you USER ACCOUNT

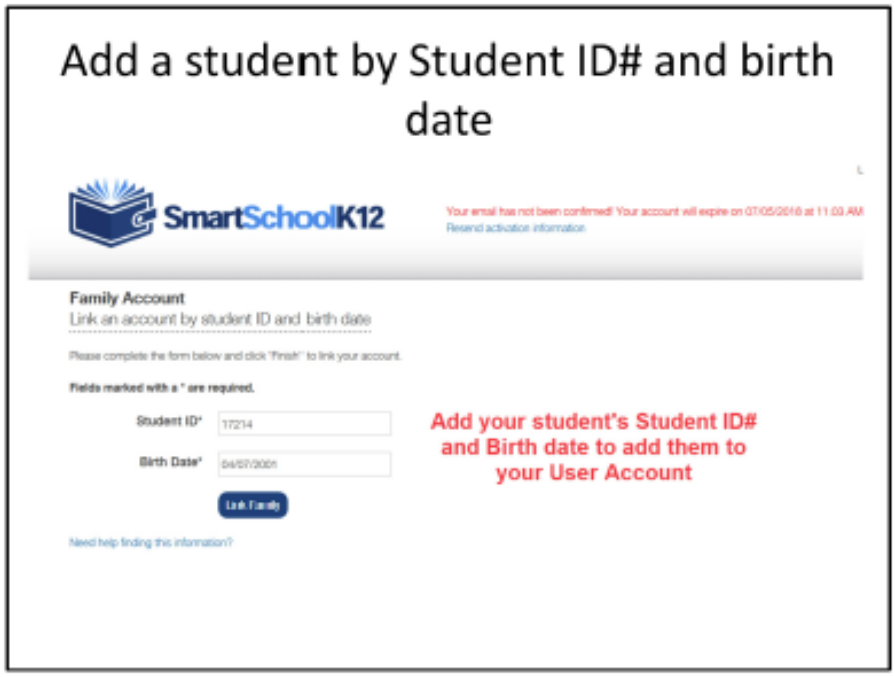
Option 1: the school has distributed to you a 16 digit key.

If so, then select the plus **"+"** icon "Yes, I have a key to proceed

Option 2: Connect to your student without a 16 digit Key. Please lookup and have ready your student ID# and Birth date for this option. Select the **"+"** No, I do not have a key"

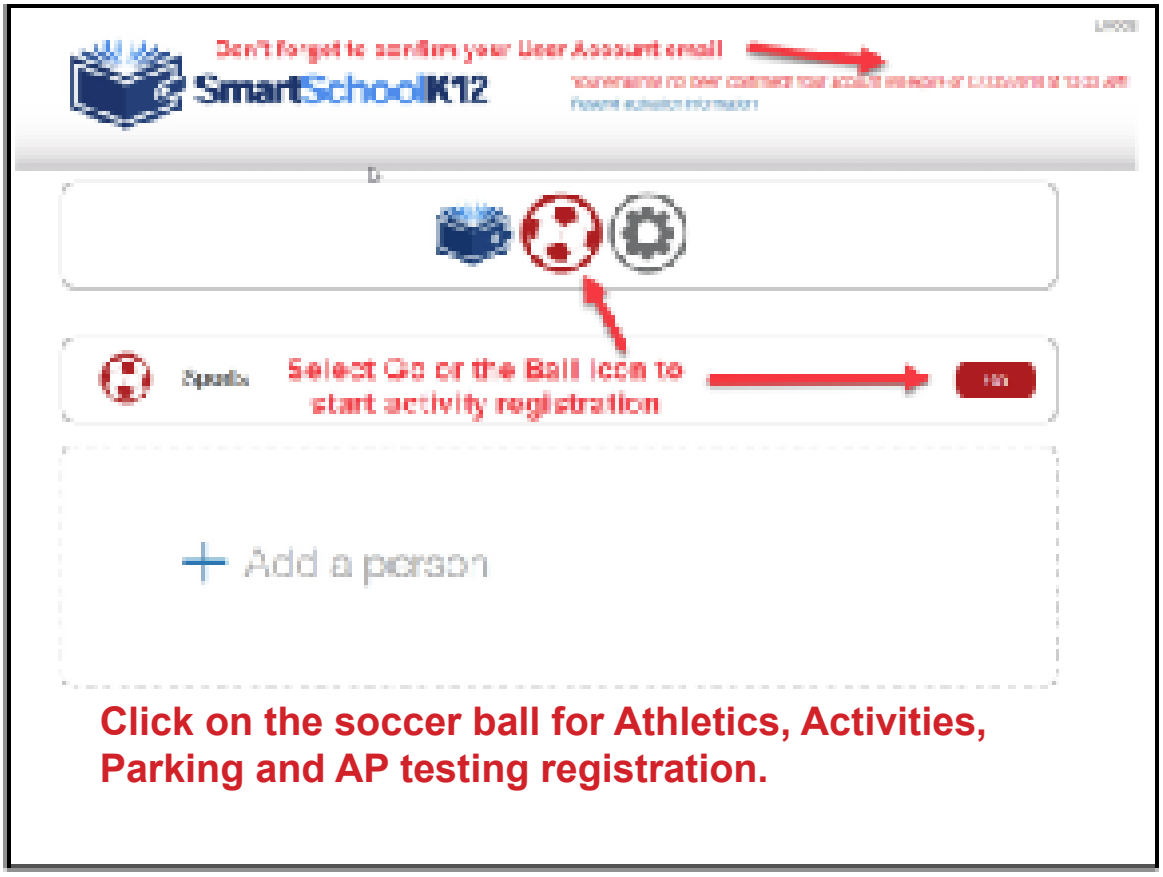
This is the page to enter a 16 digit key

Select " Connect Family" to add your student to vour USER ACCOUNT



This is the page to enter the Student ID# and Birth date

Select **"Link Family"** once you have entered this information

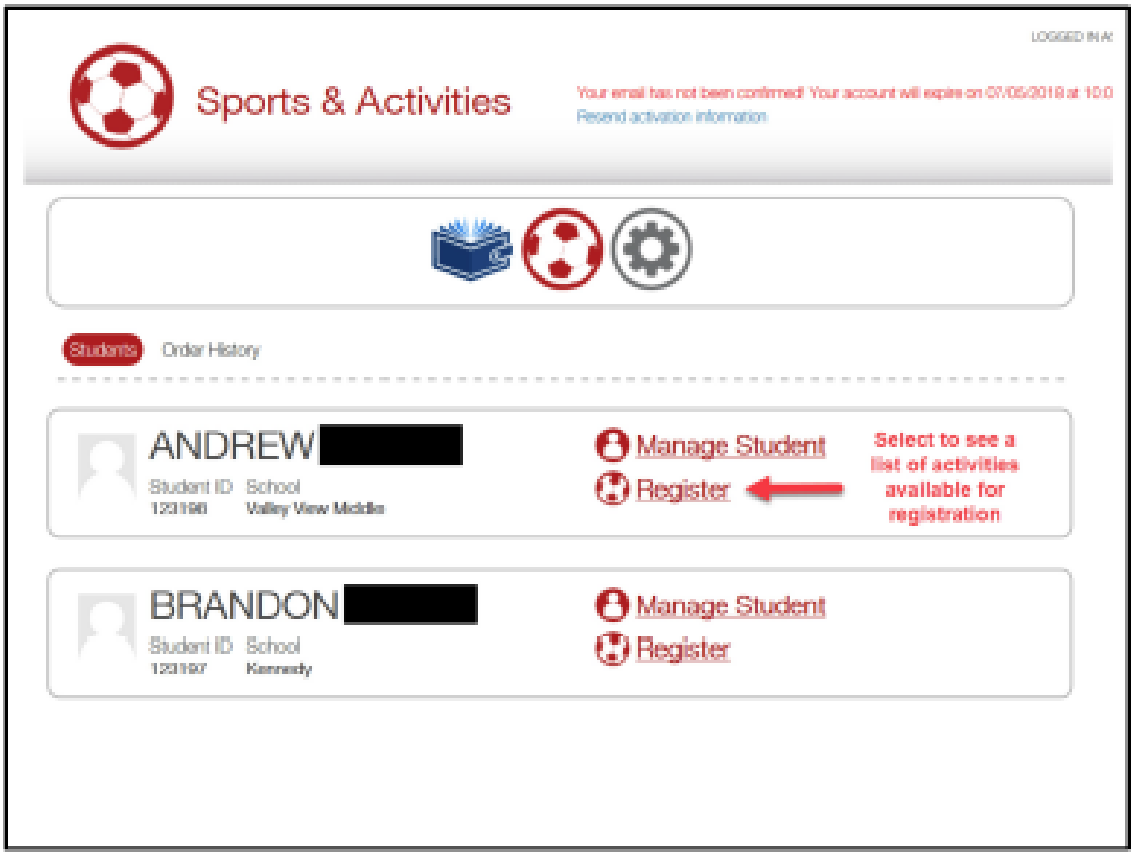


Congratulations! You have now added our students to you USER ACCOUNT

You only need to complete this process once to link your USER ACCOUNT to your students

REMINDER: you should have received an email requesting that you confirm your new USER ACCOUNT setup. Please make sure you confirm your USER ACCOUNT email. If you do not your login will expire

Select either the "Go" button or the Soccer ball to see a list of your students and to begin registration



You should now see a list of students associated to your USER ACCOUNT

MANAGE STUDENT: allows you to view registration history

REGISTER: displays activities that are only available for your student based on items such as age, grade, school location, gender etc

When to Register Using *"SPECIAL CONSIDERATIONS"*

PLEASE NOTE

You must register using ***"Special Considerations"*** under the season (fall/winter/spring) instead of the sport or activity if any of the following items listed below apply to you:

#1) If you want to pay by cash or check. You will still need to complete the online registration process and then bring cash or check to the Activities Office. You will NOT be eligible to participate until payment has been received.

#2) If you have submitted the ***"REQUEST FOR FEE REDUCTION FORM"*** and qualified for a need based fee reduction /waiver. This is for families that DO NOT qualify for free/reduced lunch but have a special hardship. DO NOT register using ***"Special Considerations"*** if you have been approved by the District for Free/Reduced lunch.

* Once you fill our the ***"REQUEST FOR FEE REDUCTION FORM"*** fill out ***"Kennedy Special Considerations"*** registration form. Once the request for waiver had been approved admin will move your registration to your sport.

To update or change your USER ACCOUNT information select the sprocket icon. From here you can do the following:

1) Update your address and phone
2) Add a Security question for your password
3) Add a credit card payment method
4) Change your primary email for your Username

Call 1-800-934-2621 if you still need help setting up your USER ACCOUNT and connecting to your student(s). *NOTE, this phone number can not provide any assistance regarding your school's activity program*

** PLEASE NOTE **

After creating your account you should be receiving an email asking to "Verify your email". You'll still need to do this even if you finish your registration. Otherwise your account may expire for the next time to you want to register your student. If his happens you'll need to Call 1-800-934-2621