



Required Information:

SAVE THIS Information for Online Registration

Online Registration Begins: July 23

Online Registration begins July 23!

To be able to create an account and register your student during online registration, the legal parent/guardian registering the student must know their PIV number. The PIV number(s) are located to the right. If the legal parent/guardian or student name associated with the PIV number is not correct, please contact the school office before staff leave for the end of the year or after August 1 when the office staff return from summer break.

Details for completing Online Registration will be mailed in July. Details will include the Registrar website address, how to create an account, screen by screen entry tips and district computer lab details (dates and locations). If you do not receive this, you can download from the district website (see information below).

Online Registration

The following options will be available for registering your student during Online Registration:

- Option 1: Register your student(s) online from the convenience of your home
- Option 2: Register your student(s) during one of the District Computer Lab dates

Benefits to registering your student(s) before School Registration:

- Save time during School Registration
- Complete Online Registration in more than one session when it is convenient for your schedule
- Register all your student(s) by reviewing and updating information (emergency contacts, health information, etc)

If you are not able to register your student(s) before School Registration, computers will be available at the school to complete the Online Registration.

School Registration

The final step to register your student is to attend School Registration in August. See School Registration dates and details on the back of this flyer. During School Registration, you will do the following:

- Provide proof of address
- Fill out additional forms not available in the online service
- Pay fees, receive locker and schedule information, etc (middle and high school)

Applying for Free and Reduced Meals for the 2018-19 School Year

Beginning July 1, you can apply online for Free and Reduced Meals for the 2018-19 School Year. Details on how to apply online will be mailed in July with the Online Registration information. If you are not able to complete the online application, paper registrations will be available during School Registration.

Next communication – July 2018 (Mailed from the district to legal parent/guardian)

- Free and Reduced Meal Application – final details
- Creating a Registrar Account – information on how to create an account
- Registration Screen by Screen entry tips
- District Computer Lab – dates and locations

District Website Information for Online Registration: www.albany.k12.or.us > Parents > Online Registration