

# School District of Wild Rose

## “Home of the WildCats”

Greetings, Wildcat Families:

### **Online Registration for All Continuing Students**

It's time to get your students registered for the 2023-2024 school year! The School District of Wild Rose will be using online registration to simplify the registration process and make it more convenient for you. Wild Rose Elementary and Middle/High School use online registration for continuing students entering grades K-12. Online registration will open on Aug 11, 2023, and close on Sept 22, 2023. **Every student and family previously enrolled in the School District of Wild Rose must complete registration annually.** The online process takes the place of the paper forms sent home previously.

Access the system via [Skyward Family Access](#) on our website. DO NOT use the mobile app. The registration process is not set up to interact with the Mobile App. However, you can still access online registration on your phone through an internet browser (Safari, Chrome, etc.).

You will need your Skyward Family Access login and password to start the registration process. This is the same login you use to check your child's grades, make online fee payments, change contact information(during the registration period), etc., throughout the year. ***IMPORTANT: If you are unsure of your login information, a link on the login screen can be clicked to retrieve your information. If you are still unable to access your account, please contact your student's school's main office.***

If you seem to have difficulty logging in, check to be sure you are using your Family Access login and not your student's login information. Online registration cannot be completed through the student login; only families are able to register students.

If you would like assistance completing your registrations, please come to the High School office between 8 am -3 pm. A staff member can assist with login and the registration platform on site.

Online Registration, as well as all areas of Family Access, can be translated for you if needed. Once logged in to Family Access, click on the drop-down for “Select Language.”

Below you will find the link to a video for those of you who prefer to learn by watching a demonstration:

**WATCH DEMO** - [Skyward's 60-second Power Up – Online Registration](#)

<https://www.skyward.com/parents-and-students/family-access-toolkit/parents/video/online-enrollment>

### **STEP-BY-STEP INSTRUCTIONS FOR ONLINE REGISTRATION**

1. Click on [Skyward](#) on the School District of Wild Rose website at the top of every webpage and click on the '[Skyward Family Access](#)' link on the left of the page.
2. Under the Skyward logo, enter your Login ID and your Password.
3. Once you are in Family Access, click on the School Registration tab on the left.
4. From the drop-down menu that appears, select the child that you wish to register.
5. Fill out the forms on the page. These forms may vary based upon what information is required by your child's school.
6. You will only need to provide demographic information for the first child you register. That information will automatically “populate” for other children you need to register.
7. Once you have completed the forms for your child, click on Next Step, then Submit 2023-2024 School Registration. This may not display if all previous steps are not completed.

### **Registration for Students New to the District**

During the school year, families who are new to the School District are asked to please register their students at their school of attendance as soon as possible. When registering, it is important that you provide an original birth certificate (for viewing purposes only) and proof of residency (rent receipt, lease, utility bill, etc.). Parents are also asked to bring along their children's immunization records.