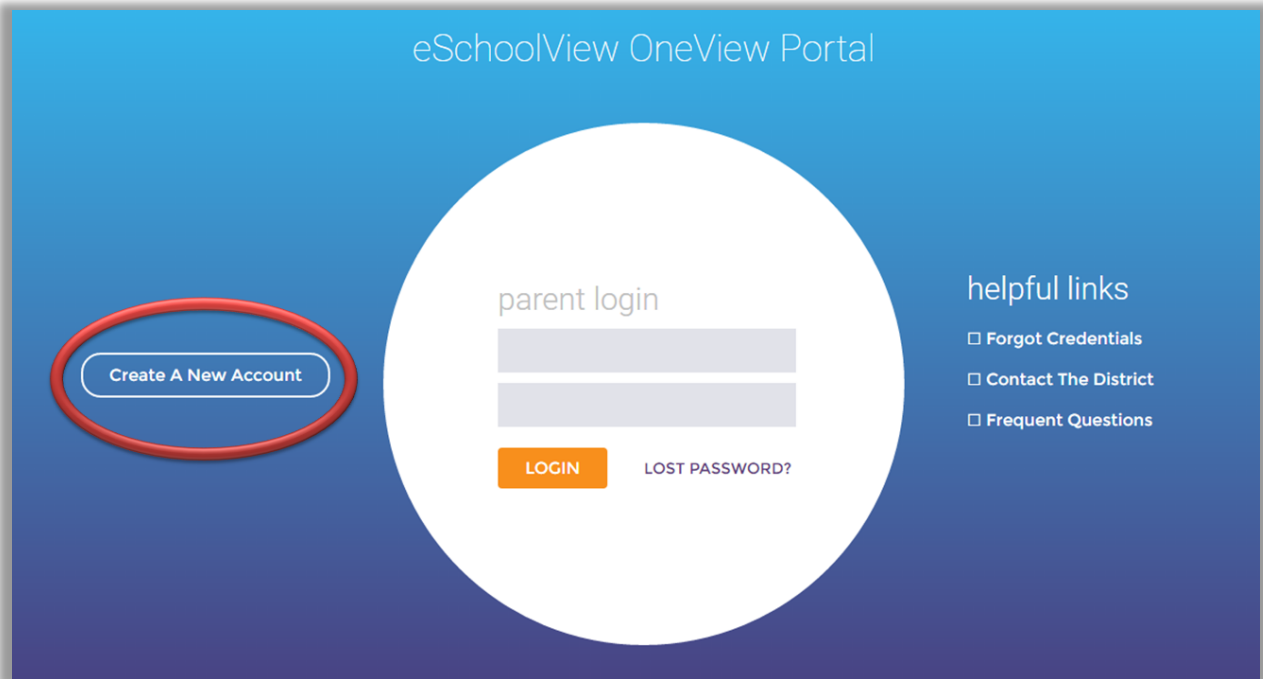


## Creating an account

To create a new account, click on the “Create A New Account” button.



You will be directed to a form for your account information. We recommend completing all fields; however, just fields in **bold** are required.

Provide an email address you use regularly. We recommend using your email address as your parent Login ID; however, it may be anything of your choosing. The Pin Code field is where you create a 4-digit PIN code – this is crucial, should you need to verify your account when calling in for support. Once you have completed all of the required fields, click “Register & Begin.” you will receive an email notification confirming you have successfully created an account. If you do not receive this email, please check your spam folder and whitelist our email address.

The image shows a registration form with two main sections: 'Personal Information' and 'Account Access Information'. The 'Personal Information' section includes fields for 'Your First Name', 'Your Last Name', 'Your Email Address', 'Alternate Email', 'Contact Phone', and 'Your Registration Status'. The 'Account Access Information' section includes fields for 'Parent Login ID', 'Parent Password', 'Confirm Password', 'Forgot Password Question', 'Forgot Password Answer', and 'PIN Code'. There are 'Register & Begin' and 'Go Back' buttons at the bottom.