



Greetings!

We are excited to continue to offer the convenience of online registration through Family ID (www.familyid.com). Family ID is a secure platform that provides you with an easy, user-friendly way to register for programs, and helps us to be more administratively efficient and environmentally responsible. When you register through Family ID, the system keeps track of your information in your Family ID profile. You enter your information only once for each family member for multiple uses and multiple program offerings.

BEFORE YOU REGISTER:

You should have completed a PRELIMINARY application and submitted it and the \$50 application fee to Miss Joanne & Miss Olivia.

INFORMATION NEEDED TO REGISTER:

It will be helpful to have the following information handy to allow for accurate completion of your online registration.

Doctor Information, Health Insurance Information, Contact Phone Numbers for those You May Authorize to Pick Up your Student from School

You may use the information you submitted in previous seasons to save time with future registrations. Please use the following steps:

- 1) Click on the Current Season registration form on your school's FamilyID Landing page. <https://www.familyid.com/newport-montessori-school>
- 2) Login using the e-mail address and password you created previously (do not create a new account)
- 3) Choose the sport.
- 4) Click on "Add Participant Below or Click to Select" and pick your child's name.
- 5) Update health and demographic information, if necessary.
- 6) Sign-off on seasonal agreements.
- 7) Save and Submit

REGISTRATION PROCESS:

No Payment Required Online: All invoices and payments will be managed through Miss Joanne & Miss Olivia and our front office.

SUPPORT:

- If you need assistance with registration, **contact** Family ID at: support@familyid.com or 888-800-5583 x1.

Support is available 7 days per week and messages will be returned promptly.