



Greetings!

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

BEFORE YOU REGISTER:

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

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

REGISTRATION PROCESS:

A parent/guardian should register by clicking on this link:

<https://www.familyid.com/newport-montessori-school>

Follow these steps:

1. To find your program, click on the link provided by the Organization above and select the registration form under the word **Programs**.
2. Next click on the green **Register Now** button and scroll, if necessary, to the **Create Account/Log In** green buttons. If this is your first time using FamilyID, click **Create Account**. Click **Log In**, if you already have a FamilyID account.
3. **Create** your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select **I Agree** to the FamilyID Terms of Service. Click **Create Account**.
4. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).)
5. Click on the link in your activation E-mail, which will log you in to FamilyID.com
6. Once in the registration form, complete the information requested. All fields with a red* are required to have an answer.
7. Click the **Continue** button when your form is complete.
8. Review your registration summary.
9. Click the green **Submit** button. After selecting 'Submit', the registration will be complete. You will receive a completion email from FamilyID confirming your registration.

No Payment Required Online: All invoices and payments will still be managed through Miss Anna and our front office.

SUPPORT:

- If you need assistance with registration, **contact** FamilyID at: support@familyid.com or 888-800-5583 x1. Support is available 7 days per week and messages will be returned promptly.