

Skyward's Family Access Online Pre-Registration Process

Pennoyer School is using the Skyward Family Access system to allow parents/guardians to register their current Pennoyer students online without the need to complete numerous paper forms. You can add a **NEW Kindergarten** student by selecting "Add New Student" *WHEN YOU ARE REGISTERING YOUR CURRENT STUDENT*.

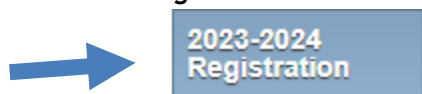
The following is needed to participate in the online registration process:

1. A computer with Internet access.
2. A Skyward Family Access account and a valid email address for the parent/guardian completing the process.
3. Skyward a) **login:** (Parent **firstname.lastname**) and b) **password** (**don't forget period in the middle, all lower case**)
4. Please pay fees online with Visa, MasterCard or Discover (debit or credit) **or** in the office by check or money order, **cash payment will no longer be accepted for registration or tech fees.** Payable to "**Pennoyer School**"

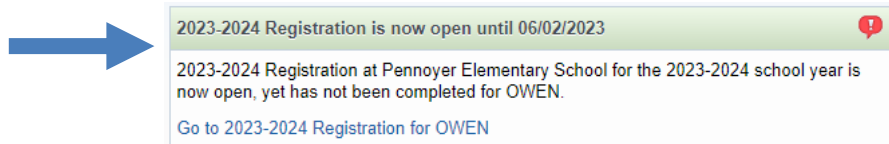
These instructions will walk you through the process of getting your student(s) ready for school in August.

1: Login to Family Access with your username and password [Pennoyer Skyward](#)

2: Click on the **Register** link under the **Online Registration Menu**



3: Click on the **Start Registration** button to begin.



4: Follow the directions carefully as you navigate through the online registration process **Step-by-Step**. When you have completed each step in the registration process, *each step will have a green check mark when completed*.

Make sure all sections have a green check mark ✓

Residency Verification

You will need to **UPLOAD** your residency information **IN SKYWARD**

5: **IMPORTANT** After completing all of the registration steps, your Final Step will be to click the **Complete Registration** for your student.

IMPORTANT You must click on 9. **Complete 2023-2024 Registration**

You will be able to make changes until registration closes on June 2

MAKE SURE you hit **Submit 2023-2024 Registration** to finalize the submission of your information.