

Returning Student Online Registration Instructions

If you are a current student entering grades Kindergarten through 12, you may register online for the upcoming school year.

- 1. Log into Skyward Family Access
- 2. Click Returning Student Registration button on the left menu
- 3. Follow the prompts and enter the information on each page:
 - Please be sure to CONFIRM/EDIT/UPDATE all contact information
 - Click the Skylert button to personalize your delivery options
 - MCHS students will need their social security number

REMINDERS:

- Skyward Password reset please contact your building clerk or email <u>mmculley@madison.k12.in.us</u> or <u>aschutte@madison.k12.in.us</u>
- Each student requires a separate registration.
- The estimated time to complete is 15-20 minutes per student.
- There is an acknowledgment/signature box at the bottom of most pages, you must 'sign' to proceed.
- We HIGHLY RECOMMEND you read the student and athletic handbooks before signing that you understand and have read them.
- Media Release Form check yes or no as it pertains to the information on the form.
- At the end of the process, be sure to click on FINISH and COMPLETE in order to submit the registration.
- Registration is easier to complete from a desktop device or tablet.
- Principals and Clerks will be available after July 24, 2023.

• Back to School information will be sent out the week of July 17, 2023.