

School Registration on Skyward Family Access

1. Go to our district website: www.QPS.org



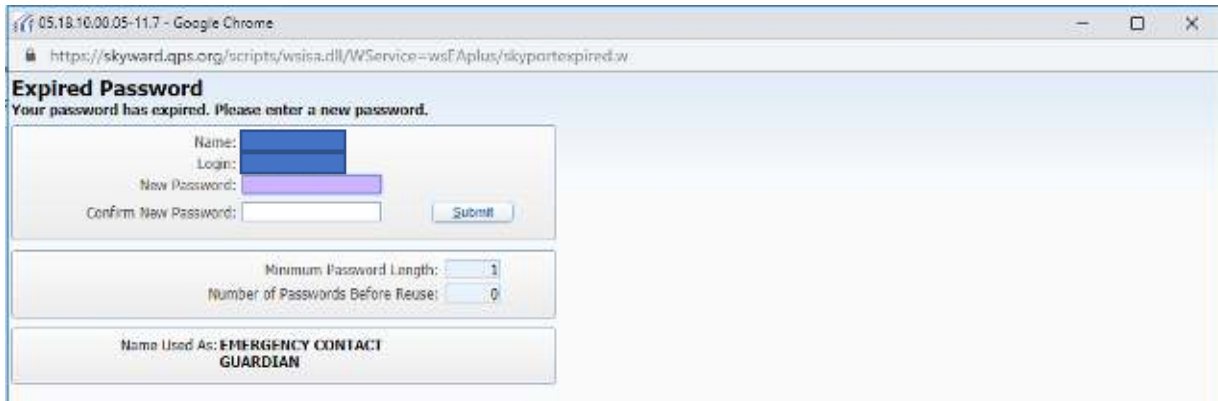
2. Click on the link, "Student & Family Access", at the top of the page.



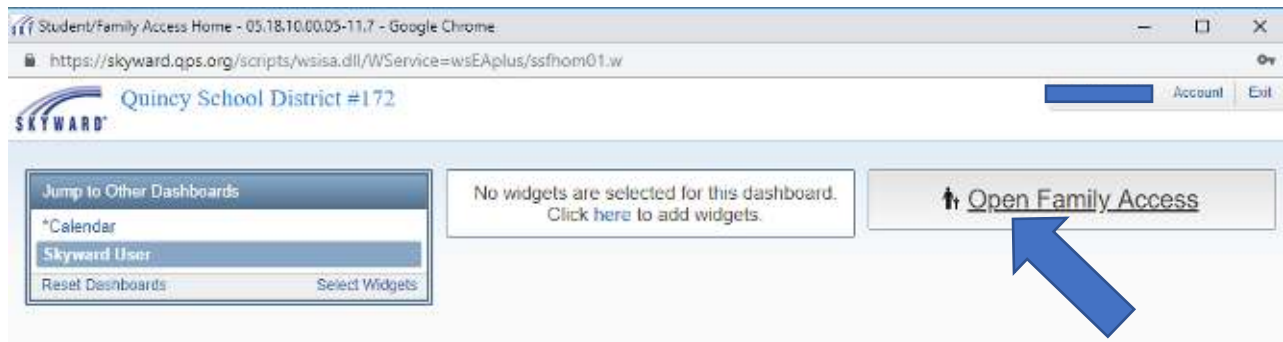
3. Log in using your Skyward Login ID and password. If you do not know this information, contact your school's secretary.



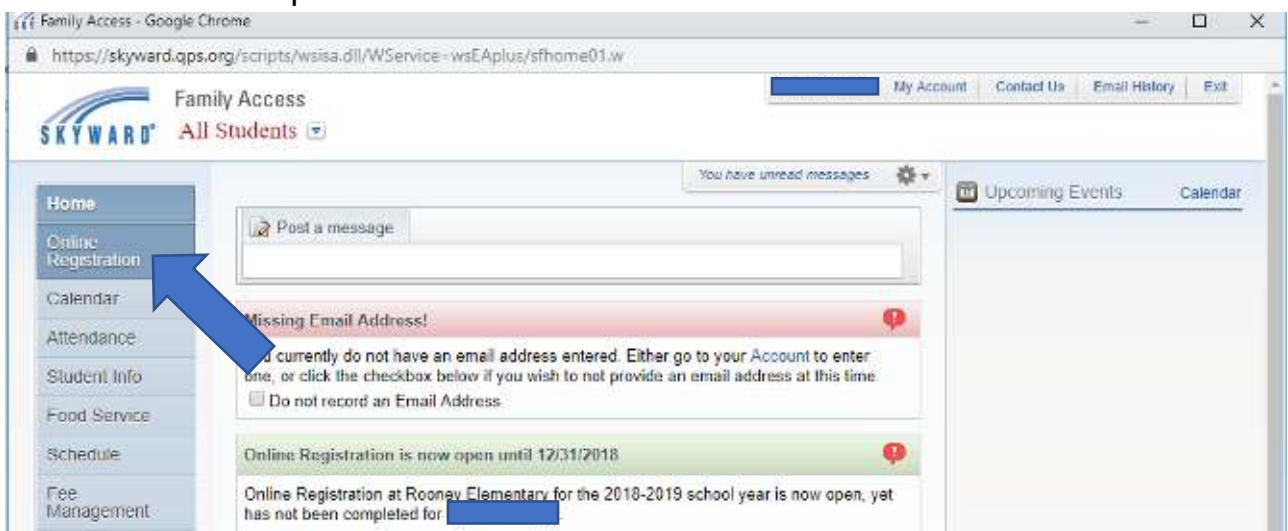
4. You may be asked to reset your password.



5. Click on the button “Open Family Access”



6. Click on the button “Online Registration” and select the student you will need to complete registration for. If you have multiple students to complete registration for, you will need to complete them one at a time.



7. As you complete the steps for Registration, please make sure you click the button at the bottom of the page that says, “Complete Step ___ and move on to Step ___”. Green check marks will appear on the list to the right-hand side, letting you know the step has been successfully completed.

The screenshot shows a registration form with the following elements:

- Form fields: Birth County, Birth State (dropdown), and Birth Country.
- Buttons: "Complete Step 1a Only" and "Complete Step 1a and move to Step 1b". A blue arrow points to the second button.
- Progress list (right side):
 - 10. Lunch ID Form
 - 11. ACASI Survey
 - 12. Click "HERE" to join your PTA
 - 13. Add a Food Service Application
 - 14. Complete Online Registration
- Navigation buttons: "Previous Step", "Next Step", and "Close and Finish Later".
- Footer: "Skyward © 2018 Skyward, Inc. All rights reserved."

8. Once all steps are completed, you will be able to click the button for “SUBMIT REGISTRATION”.

If you need access to internet, a computer, or assistance with completing the registration please contact your school’s main office.