

TRI-COUNTY AREA SCHOOLS

2019-2020 ONLINE REGISTRATION DIRECTIONS

Please follow all directions below to register your student(s) at Tri-County Area Schools for the 2018-2019 school year via our new and improved **ONLINE REGISTRATION PROCESS**. If any issues/questions arise as you are working through this process, please contact Wendy Hetzel in the Administration Office at the following phone number:

(715) 335-6366 ext. 1000 (or press 1)

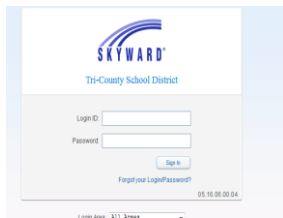
PLEASE NOTE: Family Address and Family Information will be transferred to each student in your household.

1. Go to the school website at: <http://www.tricounty.k12.wi.us/>

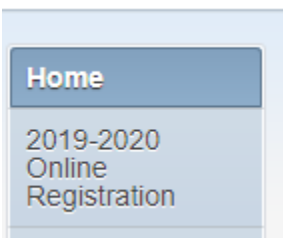
2. Click on Skyward Family Access



3. Login (Simply use your current Family Access login id and password) - If you need help with acquiring a login/password, you can contact Wendy Hetzel at the number above, Joan Wallner McCarty at ext. 2910 (or press 2), or Mary Detlor at ext. 3900 (or press 3).



4. Click on the online registration and choose your child's name.



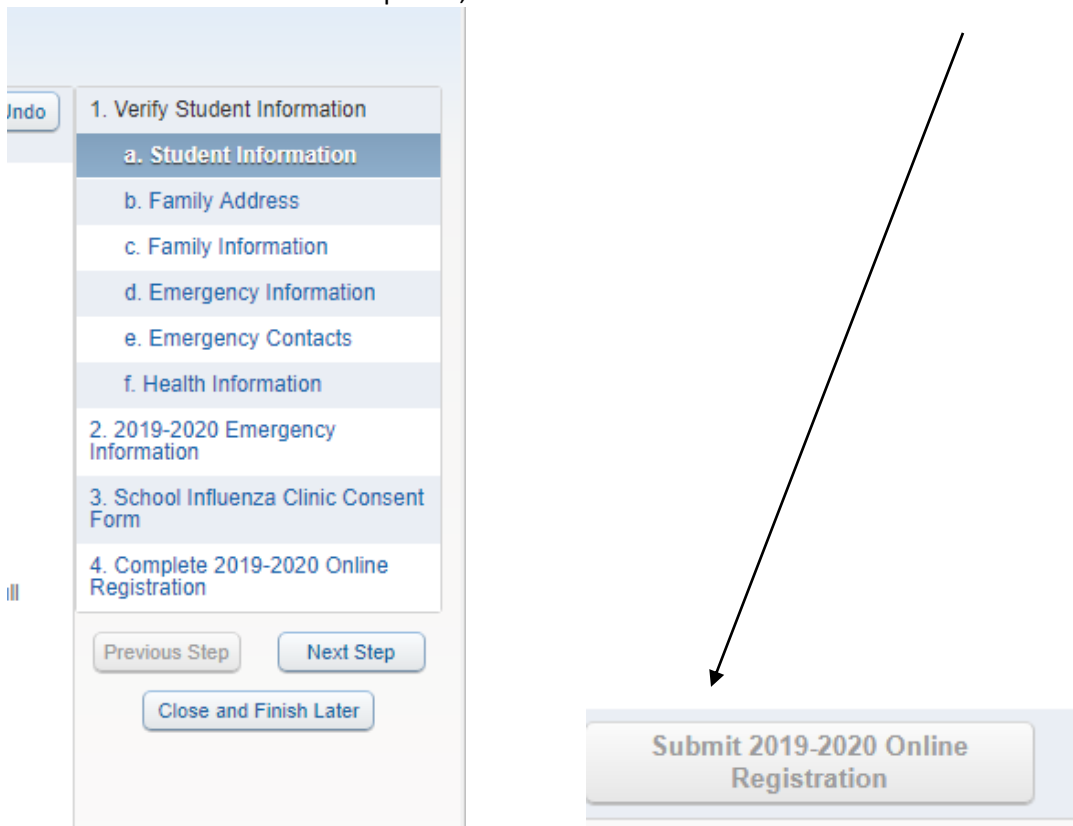
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5. Follow the steps: Right side of page click on 1a and fill in student information. Then, you must click on



Now continue with b-f in the same manner. **If you see a green checkmark**, your information has been submitted successfully. Next, continue filling out section number 2 (section 2 may be easier to fill out by hitting view full screen button) You may skip number 3 if no attachments are necessary. Finally, click on section number 4. If this section verifies section 1 and section 2 are completed, then click on the submit button at the bottom.



*Some items may need approval, however, you can continue filling out student information without approval.