

# BACK-TO-SCHOOL ONLINE REGISTRATION

## INSTRUCTIONS

- Once logged into Parent Connect look for the "Back to School Packet" link in the upper- right corner of the home screen and follow the instructions at top of page
- Click the "Update button" next to re-register for each BHS student which will take you to the portal for that student. You will see the tabs that are available for the student you selected. The tabs with boxes are required for you to complete.
- When leaving the registration page click on the "Return to Main Screen" button at the top of the page
- Next click the "Return to Parent Portal Main Screen" button at the top of the **page**
- Select your student and click on " My Account" (top menu) to complete the SBA payment portion

The online registration does not need to be completed all at once, but required tabs must be completed by your registration day.