



DANVILLE COMMUNITY SCHOOL DISTRICT

419 SOUTH MAIN STREET, DANVILLE, IOWA 52623

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JMOnline - New Family Registration

1. Visit <http://www.danvillecsd.org>
 2. Select "[JMC Online](#)" (upper right hand corner of the home page).
 3. New families click on "[New Family Enrollment](#)".
 4. Once you have fully completed the application click "Save" to submit
 5. Office staff will then approve the information. You will receive an email with login information to return to JMC and finish the registration process.
 - a. Repeat Steps 1-3 but this time Click on the "[Family](#)" icon.
 - b. Check to make sure you have selected the correct school year from the drop down above username & password
 6. Log in with your username (parent's last name in lowercase letters) and password.
**If you are in need of your password, please contact the Elementary or High School offices*
 7. Select, "Register for 20XX-20XX" button in the left hand column, then "Start / Continue Registration Process".
 - a. When completing the "Health Custom Fields", please add ANY and ALL allergies by selecting "+new allergy" (ie medication(s), food, animal, etc).
 - b. When you have completed all of the questions and filled in all of the fields click the "Finish" button which will appear in the top right corner of the screen.
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STARTING MID-JULY...

8. There will be some forms that will still need to be printed and returned to the respective offices. To access these forms, click on "Downloadable Links" for the forms your student needs, and return them on the first day of school.
9. Online payments:
 - a. Click on "Tuition / Fees".
 - b. The required school fees should already be added. Click on "Pay My Bill" in the upper right hand corner.
 - c. If you want to buy any additional items such as athletic pass(es) or yearbook(s), click on "Purchase Items" (top middle), select the student you want to have the item(s). You have to scroll down in the choices to see all items. Once added to cart click on "Check Out". Then pay with Debit or Credit Card.
**a convenience fee will be charged for online payments*

10. If you do not wish to pay online, you may pay in person or mail payment to:
Danville Community School District
419 South Main Street
Danville, IA 52623
11. Lunch Account(s):
- a. To put money on the family lunch account, click on "Lunch" in the left hand column
 - b. Then select, "JMC Online Deposit (Family Account)"
*THIS IS ONLY FOR MEALS, not 4PK or KDG snack/milk tickets.
***a convenience fee will be charged for online payments*

Elementary parents/guardians:

To find out your student's teacher, log into the JMC Family Portal, click on "Academics" - "Schedule" - the Teacher's name will appear on top of the page.

