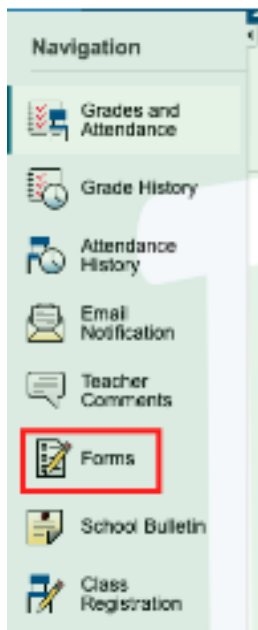




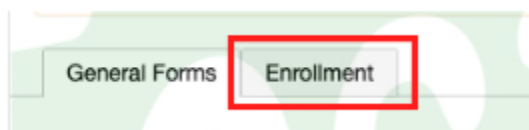
Annual Registration Instructions for Parents

*If you have more than one child at BMS, make sure to click on each student's name and complete the process once per child.

1. Login to the [PowerSchool Parent Portal](#).
2. Click on the student's name on the top-left underneath the PowerSchool logo.
3. Click on the **"Forms"** link on the left panel.



4. Then, click on the **"Enrollment"** tab on the new page.

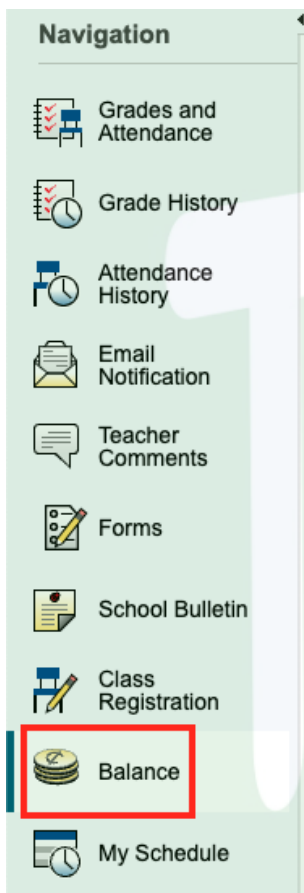


5. You will now see all of the forms listed. Click on the first one, and PowerSchool will take you through all of the forms without going back to this landing page.



23-24 ReEnroll	
01) Student Demographics V2023.05	Empty
02) Student Address V2023.05	Empty
03) Student Contacts V2023.05	Empty
04) Health Information V2023.06	Empty
05) Permissions/Agreements V2023.05	Empty
06) Family-School Compact V2023.05	Empty
07) Transportation Request Form V2023.05	Empty

- You have now completed the registration forms for this student.
- Next step is to complete the **Technology Insurance Payment and Class Dues**. Click on the “Balance” link on the left hand side of the screen.





8. Then on the next screen, click on the “**Make Payment**” button on the right side.

Fee Transactions - Current Balance: \$

Date	Time	Fee Type	Description	Fee	Paid	Balance
Totals:				0.00	0.00	0.00

Make a Payment

9. You will then need to create a new account for the payment platform. Select the items to pay and submit payment. **The following fees are required for all students:**

- a. Technology Insurance Fee - \$25
- b. (Athletes only) - \$75 pay-to-play fee

**If you require assistance with these payments or qualify for free/reduced lunch, please contact Ryan Crete or Clint McDowell to discuss fees.*

10. **You have completed the online annual registration for BMS 2024-2025.**

****Please make sure to complete this separately for each student you have at BMS.**