

## STEPS TO ACCESS ONLINE REGISTRATION VIA FAMILY ACCESS

1. Go to the District Website [www.sfisd.org](http://www.sfisd.org)
2. Select the Parents tab.
3. Choose Family Access from the list of options.
4. If you already have an account and know your login information, click the blue box to get to the login screen.
5. If you do not have a family access account, complete the SKWARD FAMILY ACCESS APPLICATION link below and send to your child's campus (list all siblings on the application, as you will only need one account to access all of your students). New families will receive an email from "donotreply@sfisd.org" with your login information, so be sure to check your junk mail/spam folder for the email.
6. Login to Family Access with your account information. If you have forgotten your account information, click the "Forgot your Login/Password?" link and you will receive an email with your login ID and a link to reset your password. (You must have a valid email on file to receive the information.)
7. Once logged into Family Access, there should be a link to Online Registration at the top of the page, or there is a menu option on the left for Online Registration. You may now begin reviewing and signing forms for each of your SFISD students. Please be aware that some forms are only able to be updated/signed by the primary family (Family 1) and you may have to work in conjunction with Family 1 members to complete the registration.
8. Please follow the [Online Registration Parent Instructions](#) to complete each step.