

Eagles Express Online Registration

2018-2019 School Year



Online School Registration for the new school year will be required for current Lake Station Community School Corporation Students using your Skyward Family Access Parent/Guardian account.

Starts: July 16, 2018

Ends: August 2, 2018

Online Registration Allows You To:

- Skip the lines: Register from the comfort of your own home on most any network connected device.
- Update student(s) and family information for any current students of Lake Station Schools.
- Review & digitally sign School and State Forms
- Digitally submit proof of residency
- No fee payments will be made during online registration. An invoice will be sent home in October.

In the event that you are unable to complete online registration from home, a computer lab will be open for all families at Edison Jr. Sr. High School on August 1, 2018 and August 2, 2018. Hours will be from 1:00pm-3:30pm and 5:00pm-6:30pm. Edison is located at: 3304 Parkside Avenue. Enter through Door A.

Staff will be available to help you through the online registration process.

Tech Tip: Remember the Lake Station Public Library has computers available for public use also.



Registration Information is now available at:

www.lakes.k12.in.us/registration

- **Parent/Guardian usernames and passwords and a tutorial** will be sent home with report cards on the last day of school. Please look for these and hold onto them for your Skyward Access. It will be needed during Online Registration. You will be able to change your password.
- If you have never signed into Skyward, please do so when you get your username and password in order to **verify your account email address**. This email address is used in the event you forget your password.
 - 1) Sign into Skyward (Click the grades button on our Lake Station website)
 - 2) Click on My Account (upper right corner)
 - 3) Edit the email address listed.
 - 4) Click Save
- **Set up your My MealTime account** now for the Food Service Department. MyMealTime allows you to check account balances for meals as well as load money onto your child's account. A letter will be coming home soon from the Food Service Department explaining how to create your account. During the account creation process, MyMealTime will ask for your student's ID. This ID will be on the Food Service letter, but can also be viewed in Skyward on the "Student Info" tab. In the middle of the screen is a field labeled "Other ID." This is the student ID number MyMealTime requires. <https://www.mymealtime.com/>

