

## **PARENT INSTRUCTIONS FOR RSCHOOLTODAY**

- Go to site: <http://robbinsville-ar.schooltoday.com>
- Click on the raven at center of page
- In “New Users” box, click “Create New Account”
- Complete this page – you will receive a confirmation email with a link to further complete the registration.
- After completing Step 6, click “Submit.
- Go to “View My Account”
- On the Family Account module, click “Register”
- For a new student registration, click “Add New Student”.
- Provide Student ID # and complete all required fields.
- Choose the Activities for which you want this student to be registered and click “Next Page”.
- Complete all required fields then click on “Continue to Pay”.
- Complete payment information
- You have completed your registration.