



Stephenson Area Public Schools

W526 Division Street – P.O. Box 509
Stephenson, Michigan 49887
Phone 906-753-2221 Fax 906-753-4676

Greetings!

We are excited to announce that we are now offering the convenience of online registration through FamilyID. FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs, and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs.

BEFORE YOU REGISTER: Pay attention to requirements that must be completed as a part of the registration. For example: reading and signing the concussion document, payment of the participation fee, etc.

REGISTRATION PROCESS: A parent/guardian should register by clicking on this link:
<https://www.familyid.com/stephenson-high-school>

Follow these steps: To find your program, click on the link provided above and select the registration form under the word Programs (under the pictures).

1. Next click on the green Register Now button and scroll, if necessary, to the Create Account/Log In green buttons. If this is your first time using FamilyID, click Create Account. Click Log In, if you already have a FamilyID account.
2. Create your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select I Agree to the FamilyID Terms of Service. Click Create Account.
3. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).
4. Click on the link in your activation E-mail, which will log you in to FamilyID.com
5. Once in the registration form, complete the information requested. All fields with a red* are required to have an answer.
6. Click the Continue button when your form is complete.
7. Review your registration summary.



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8. Click the green Submit button. After selecting 'Submit', the registration will be complete. You will receive a completion email from FamilyID confirming your registration.
9. For credit or debit card payment through FamilyID (MySchoolBucks): Click the green Pay & Submit button.
10. On the next screen, click on Proceed to Payment to be directed to the payment processor (MySchoolBucks).
11. In MySchoolBucks, you may log-in to your MySchoolBucks account to use a credit or debit card to process your payment. Input the cardholder's full name, the card number, address and any other required information.
12. After you click Pay, you will receive a completion email from the payment processor confirming your payment and an email from FamilyID confirming your registration.

At any time, you may login at www.familyid.com to update your information and to check your registration(s). To view a completed registration, select the 'Registration' tab on the blue bar.

SUPPORT: If you need assistance with registration, contact FamilyID at: support@familyid.com or 888-800-5583 x1. Support is available 7 days per week and messages will be returned promptly.

At this time FamilyID is being used only for Athletics at SHS and SMS. The program may be foreign at first, but should prove to be very beneficial for all. We will hopefully be extending the program for the entire district, for all departments, in the near future. We would be grateful for your patience and support. If you need assistance getting familiar with FamilyID and/or have any questions, please call Angel Hartman at 906-753-2222 ext 178 or make an appointment to meet with her. Thank you.

Bryan Wickstrom

A handwritten signature in black ink, appearing to read 'Bryan Wickstrom', written over a horizontal line.

SMS/SHS Athletic Department