

WEYMOUTH PUBLIC SCHOOLS K ONLINE REGISTRATION FOR JOHNSON STUDENTS

(Step 2)

Registering a Johnson student for kindergarten

- 1) Log into <https://ma-weymouth.familyconn.com> using your email address as the **User ID/Email** and the **Password** you provided during Step 1, the account creation process.
- 2) Click **Re-Enroll** for the child in question. If the child in question does not appear on your list, please log out and call **Karen Mariani at 781-335-1460 X20301**. Please **DO NOT** “Register New Student” for a child with a previous connection to Weymouth Public Schools.
- 3) Once the child appears on your list after you log back in, click **Re-Enroll**.
- 4) Any data already in our student database will appear. Complete the missing fields and update existing data, if appropriate.
- 5) You will need to complete all six side-tabs at your convenience. Always click **Save and Return to Home** before leaving the site.
- 6) When you login again, click **Continue Entry**.

Messages will appear telling you what you’re missing when you try to change side-tabs or when you try to SUBMIT.

- 7) After completing all required fields, click **Save and Return to Home** and click *****Submit Form***** on the Home page. **IF YOU DON’T SUCCESSFULLY “SUBMIT FORM”, YOU HAVE NOT REGISTERED YOUR STUDENT!!!**
- 8) To register:
 - Another returning student, repeat steps 2 – 7.
 - A new student, return to the instructions at the bottom of page 3.

If, at any point, you should forget your UserID/Email or Password, simply click the “Forgot login/password” on the upper right of the login page.

Please proceed to the “Proof of Residency” (Step 3) instructions at:
<http://www.weymouthschools.org/district/family/pages/registration-information>