

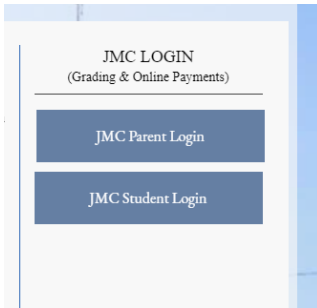
Fisher Public School

SY 2020-2021 Online Registration Instruction

Step 1

Begin at the school website

<https://www.fisher.k12.mn.us/> and click on the **JMC PARENT LOGIN**



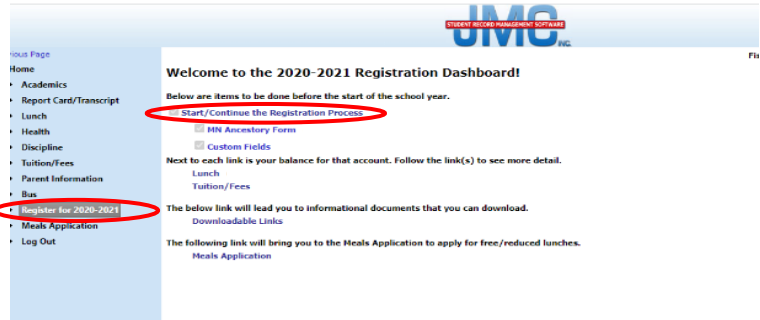
Step 2

On the JMC Parent Login page enter your username and password. **SELECT** School Year: **2020-2021** from the drop-down box. If you have problems logging in or have forgot your username and/or password, contact the school office.



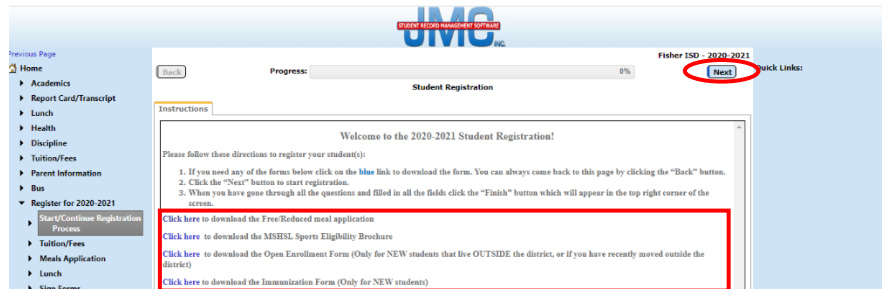
Step 3

SELECT 'Register for 2020-2021' on the left-hand side, then select "Start/Continue Registration Process".



Step 4: Welcome

The first page provides instructions and all the back to school information, policies and handbooks. After you have opened and read the documents you can click the **NEXT** button in the top right corner to continue with the registration.



Step 5: Parent Contact

Please be sure that all information is up to date. It also allows you to manage what phone numbers and emails are contacted by our JMC messenger system. If you would like to enter information for grandparents or other contacts this is the place to do that. Click **NEXT** to continue.

Step 6: Student Demographic

This is information that we already have in JMC. The intent is for you to review and confirm that the information is correct. If a field is greyed out, you are not allowed to make changes. If there are any changes that need to be made please contact the office. After reviewing the information, click **NEXT**.

A screenshot of the 'Demographics' form. It includes fields for First Name, Middle, Last Name, Suffix, Gender, Grade, Birth Date (mm/dd/yyyy), Student Cell Phone, License Plate Number, Combination, Birthplace, Birth Country, and Last School Attended. There are also checkboxes for 'Hispanic/Latino', 'American Indian/Alaska', 'Asian', 'Black-African American', and 'Hispanic/Latino Teacher'. A 'Messaging service Cell Phone' section has checkboxes for 'SMS (Text Message)', 'Emergency/Weather Related', 'Student/Lunch Related', and 'General School Information'. The form has a 'Back' button and a 'Next' button.

Step 7: Questions & Permissions

If you have multiple children in the district you **MUST** answer **ALL** these questions for each child as they contain health information. Be sure to scroll on the right side of the window as there are numerous questions to answer. Click **NEXT** to continue.

A screenshot of the 'Custom Fields' form. It includes questions about publishing student photos, the primary language spoken by the child, and drop-off addresses. The form has a 'Back' button and a 'Next' button.

Step 8: Ethnic and Racial Demographic

If you have multiple children in the district you **MUST** answer **ALL** these questions for each child. Click **NEXT** to continue.

A screenshot of the 'MN Ethnic and Racial Demographic Designation Form' from the Minnesota Department of Education. It includes fields for Student's First Name, Middle Name/Initial, Last Name, Date of Birth, District, and School. The form contains a detailed explanation of the purpose of the form and a question about whether the student is Hispanic/Latino as defined by the federal government. The form has a 'Back' button and a 'Next' button.

Step 9: Comments

Comments are not required but a chance for parents to share any special conditions or circumstances with the office. If you have no comments to add, click **NEXT** to advance to another child or click the **FINISH** if it is your last child to register.

A screenshot of the 'Student Registration' form. It includes a 'Comment' field and a 'Finish' button. The 'Finish' button is circled in red. The form has a 'Back' button and a 'Next' button.

If you have any questions, please do not hesitate to contact the district office at (218) 891-4105.