Peace Lutheran School Registration Instructions

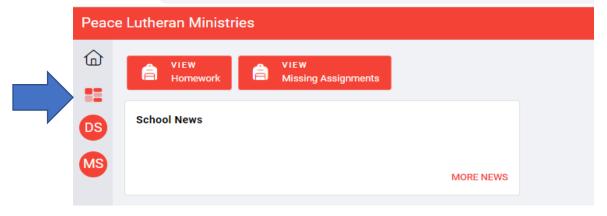
Go to this link: <a href="mailto:sycamore.school/login?schoolId=3008">sycamore.school/login?schoolId=3008</a>

Current Students: Enter your sycamore id and password

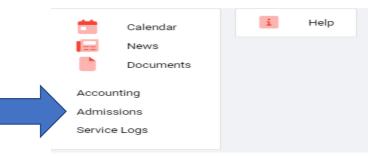
**New Students:** Create Account

Once in Sycamore Home Page.

Click on the square on this page as shown below.



Then click admissions in the pop-up box.

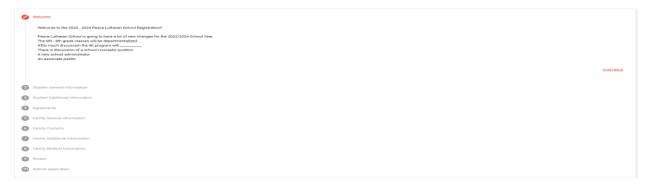


You will then go to the welcome screen, where you will have to click the down arrow and then start application.

If you want to add a new student to your account, you will click the add new student button.



Once on this page make sure to click continue after each section.



#### **Student Additional Information:**

Check to make sure the Church, Health, Permissions, and Sports interest are all current for the year and change anything that is needed.

Digital Equity is a new measurement required by the department of instruction. Please read the statement under the box to answer the questions.

#### Agreements:

Click on the response needed, then read through the information, click I agree, or I do not agree and then save for all the agreements.



# **Family General Information:**

Please update your address if applicable.

### **Family Contacts:**

Click on all people listed in this area and ensure the information is correct, to include emergency contact and authorized to pick up from school.

Please make sure that both primary parents are listed and at least one non primary parent.

# **Family Medical & Dentist:**

This is not needed but you can fill in if you wish.

At the end of the application, it will direct you if anything further is needed, if so, then resolve the issue as you will not be able to click the Submit button unless everything mandatory is completed.