ONLINE Registration Instructions:

1. Go to https://ms5920.activeparent.net/ or use the Active Parent app.
2. If using the app, select Baldwyn School District. The web address above will take you to the Baldwyn Schools Active Parent.
3. Enter the 12 digit code for your student that is provided on the mailed letter from Baldwyn Schools. (You will have a unique code for each student. You will register one student at a time.)
4. The next page is an Active Parent Account information box for the parent/guardian who will be registering the student and/or using the Active Parent account throughout the school year. Please enter the parent/guardian information, not the student's on this page. You will also create your own Active Parent login credentials. **Please write these down or save them in a safe place to use throughout the school year.**
5. The next screen will allow you to login using your new Active Parent credentials that you just created.
6. Once you login, you will choose a student from a drop down tab and then click Begin Registration. (NOTE: You do NOT have to click the enter code here again after you have entered it in the beginning.)
7. On the next screen make sure the CURRENT registration year is selected in the drop down menu, and that the screen shows the student's name that you are choosing to register at this time. And click Begin Registration.
8. The next 11 screens will require information on your student. Please make sure you have the following information:
    a. Full name
    b. Residency address
    c. Social Security number
    d. Date of birth
    e. 2 photos of acceptable proofs of residency (see the mailed letter for options)
    f. Emergency contact information
    g. Contact information for those individuals who may pick up your student
9. Upon submitting your registration, you will be prompted to complete the CURRENT Meal Application for breakfast and lunches through LINQ Connect after completing all registration pages. All students must complete this application also.

NOTES/TIPS when registering online:

1. If you have more than one student at BSD, you will be able to connect their addresses and similar files so that some information does not have to be entered multiple times. You must register your first student, then when logging in again to enter a second registration code, you will be able to connect your students' shared information.

2. Only Kindergarten students will need to complete the Birth & Early Childhood portion of the registration. You may click Next Step if you are not one of these students.
3. Only Kindergarten, 7th Graders, and New students will have to complete the Immunization portion of the registration. You may click Next Step if you are not one of these students.
4. Take clear and close photos of your two proofs of residency prior to beginning registration so that it's already in your camera roll or uploaded on your computer. It is easier to "Upload Photo" than saving registration and taking a photo.