

## **FinalForms**

## **Parent registration**

## How do I sign up?

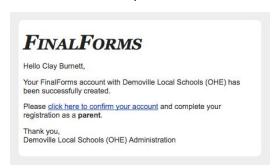
- 1. Go to: https://springfieldspartans-oh.finalforms.com
- 2. Locate the parent icon and click **NEW ACCOUNT** below.



3. Type your YOUR NAME, DATE OF BIRTH, and EMAIL. Next, click REGISTER.

NOTE: You will receive an email within 2 minutes prompting you to confirm and complete your registration. If you do not receive an email, then check your spam folder. If you still can not locate the FinalForms email, then email <a href="mailto:support@finalforms.com">support@finalforms.com</a> informing our team of the issue.

4. Check your email for an **ACCOUNT CONFIRMATION EMAIL** from the FinalForms Mailman. Once received and opened, click **CONFIRM YOUR ACCOUNT** in the email text.



- 5. Create your new FinalForms password. Next, click **CONFIRM ACCOUNT**.
- 6. Click **REGISTER STUDENT** for your first child.