THE PORT BYRON CENTRAL SCHOOL DISTRICT

Dana L. West Jr.-Sr. High School, Port Byron, New York 13140

DEPARTMENT OF ATHLETICS
Kim Brown
Athletic Director
(315)776-5728 ext. 1240

Greetings!

We now have the convenience of online athletic registration through FamilyID (www.familyid.com). FamilyID is a **free, secure** registration platform that provides you with an easy, user-friendly way to register for the athletic programs, and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your child's information only once for multiple uses and multiple programs.

FamilyID is the **only way** for you to register/update your son/daughter's information for the **fall, winter and spring seasons.** Messages will be sent out during the year indicating the time period "window" for which the process must be completed.

BEFORE YOU REGISTER:
It is helpful to have your child's physical already completed before you register through Family ID, since it provides the opportunity for you to upload an electronic copy. If you do not have an electronic copy, you will need to submit a paper copy to the Health Office.

INFORMATION NEEDED TO REGISTER:
It will be helpful to have the following information handy to allow for accurate completion of your online registration. Your child's doctor's information, emergency contact information, and the names of individuals who will be able to sign your son/daughter out of contests. As a reminder, these forms can be updated and changed when necessary, however we ask that you contact the Athletic Office once a change has been made. We ask that you not make any changes the day of a game/match.

REGISTRATION PROCESS:
A parent/guardian should register by going to the following link:

http://www.familyid.com/port-byron-central-school-district

Follow these steps:

1. To find your program, click on the link provided by the Organization above and select the registration form under the word ***Programs***.
2. Next click on the green ***Register Now*** button and scroll, if necessary, to the ***Create Account/Log In*** green buttons. If this is your first time using FamilyID, click ***Create Account.*** Click ***Log In***, if you already have a FamilyID account.

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3. Create your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select *I Agree* to the FamilyID Terms of Service. Click **Create Account.**
4. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).
5. Click on the link in your activation E-mail, which will log you in to FamilyID.com
6. Once in the registration form, complete the information requested. All fields marked with a red * are required to have an answer.
7. Click the *Save & Continue* button when your form is complete.
8. Review your registration summary.
   No Payment Required
9. Click the green *Submit* button. After selecting 'Submit', the registration will be complete.

You will receive a completion email from FamilyID confirming your registration.

At any time, you may log in at www.familyid.com to update your information and to check your registration(s).

To view a completed registration, select the 'Registration' tab on the blue bar.

SUPPORT:
- If you need assistance with registration, **contact FamilyID at:**
  support@familyid.com or **888-800-5583 ext. 1**.
- Support is available 7 days per week and messages will be returned as soon as possible.

Sincerely,
Kim Brown
Director of Athletics