



# **Heart River**

*Home of the Cougars!*



Greetings!

We are excited to announce that we are now offering the convenience of online registration through FamilyID ([www.familyid.com](http://www.familyid.com)).

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our 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 information only once for each family member for multiple uses and multiple programs.

#### BEFORE YOU REGISTER:

It is important that you have your physical exams prior to registration. You will be required to upload the physical form into the FamilyID website. This can be done through scanning the document or by phone.

#### INFORMATION NEEDED TO REGISTER:

It will be helpful to have the following information handy to allow for accurate completion of your online registration: Emergency Contacts, Physicians, Dentists, Insurance Information, and Medical History.

#### REGISTRATION PROCESS:

A parent/guardian should register by clicking on this link:

<https://www.familyid.com/organizations/heart-river-athletics>

- To find your program, click on the link provided by the Organization above and select the registration form under the word **Programs**.
- Next click on the green **Register Now** button and scroll, if necessary to **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.
- **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**.
- 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.).)

- Click on the link in your activation E-mail, which will log you in to FamilyID.com
- Once in the registration form, complete the information requested. All fields with a red\* are required to have an answer.
- Click the Save & Continue button when your form is complete.
- Review your registration summary.

**PAYMENT PROCESS:**

- Click the green **Pay & Submit** button.
- On the next screen, click on **Proceed to Payment** to be directed to PayPal, the payment processor.
- In PayPal, you can use a PayPal account, debit card, or credit card. (you will need to select whether you want to pay with PayPal or with a PayPal account.)
- After you click **Pay**, you will receive a completion email from PayPal confirming your payment and an email from FamilyID confirming your registration.

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

If you have any questions regarding the new sport registration process, please feel free to call me at 677-5671 or email me at [Ronnie.stewart@k12.nd.us](mailto:Ronnie.stewart@k12.nd.us)

Sincerely,

Ronnie Stewart  
Heart River Activities Director