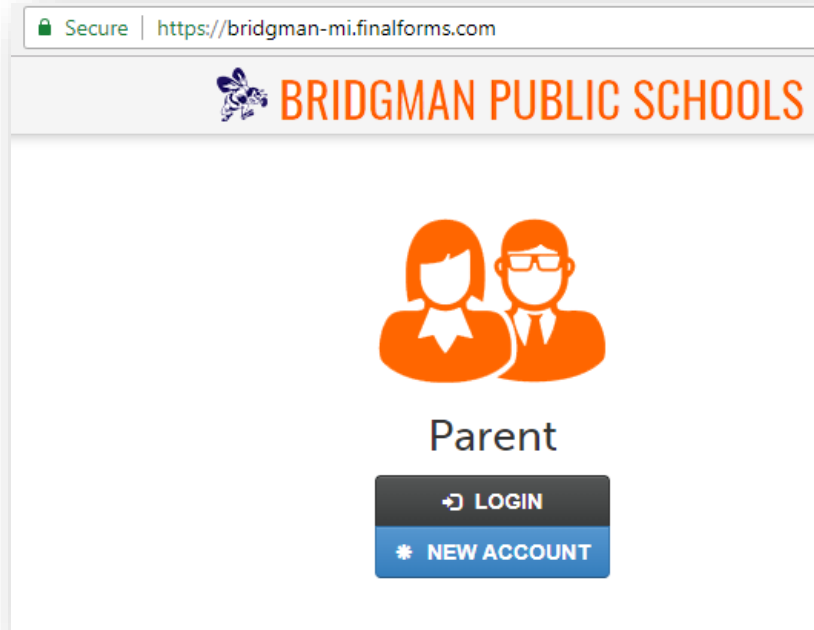


FINAL FORMS REGISTRATION DIRECTIONS

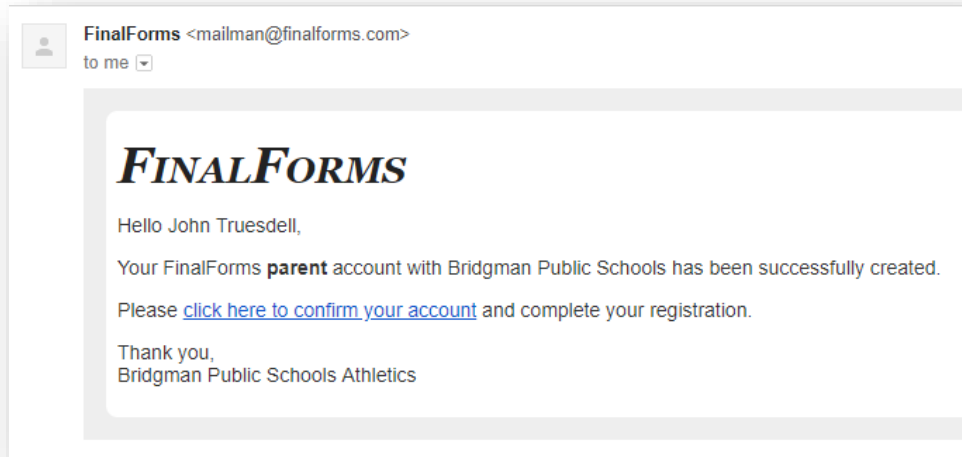
1. Enter <https://bridgman-mi.finalforms.com> into your PC or mobile web browser and select “New Account” under the Parent icon:



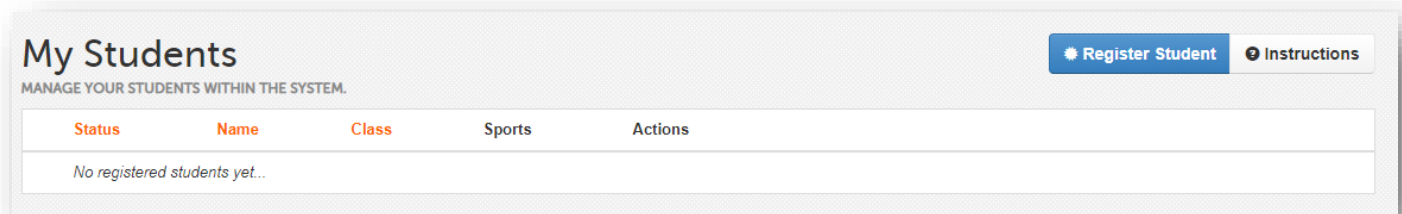
2. Create a parent/guardian account by entering your legal name, date of birth, and valid email address in the designated areas and follow the four step directions that are detailed below:

A screenshot of the registration form for Bridgman Public Schools. The header includes the school logo and name. The title is "Parent/Guardian Registration at *Bridgman Public Schools - Michigan*". A light blue box contains an important note: "Important: Parent/Guardian & Student accounts are saved year-to-year. If you have already created an account with FinalForms please click here to login." Below this are four numbered instructions: 1. Register as a Parent/Guardian below. You must be a parent/guardian to create this account and start the process. 2. Check your email (for the address supplied below). 3. You will receive an email within 3 minutes prompting you to confirm and complete your registration. 4. You will then find yourself logged in and able to register your students! The form fields include: "Legal Name" with "First" and "Last" input boxes; "Date of Birth" with "Month", "Day", and "Year" dropdown menus; and "Email Address" with a text input box containing "e.g. parent@example.com". A blue "Note" box says: "Note: If you have already registered, please login or reset your password". At the bottom are "Register" and "Cancel" buttons.

3. Open your email inbox and click the Final Forms link to confirm your account and setup your password:



4. Once you are logged into your parent/guardian account, register your student(s) by clicking the “Register Student” button on the top right hand side of the Parent/Guardian dashboard:



5. Enter the required student information and then select the “Create Student” button at the bottom of the page. This will create a student account which can be linked to specific forms that are required for each sport or team at Bridgman Public Schools.

Register a New Student

IMPORTANT: STUDENT WILL ONLY BE PROMPTED TO LOGIN ONCE THEIR FORMS HAVE BEEN COMPLETED BY A PARENT.

Legal Name: First... Middle... Last...
MUST match the name on the child's Birth Certificate.

Student Preferred Name: Preferred First Name... (Only if different from First Name above.)

Student Email: Ex. student@example.com...
Email must be your student address ending in: @gobeego.com

Student ID: Admin only field...

Date of Birth: Month... Day... Year...

Demographics: Gender... Grade for 2018-19...
Grade for 2018-19 school year.

Home Address: Street Address...
City... State... Zip...

