

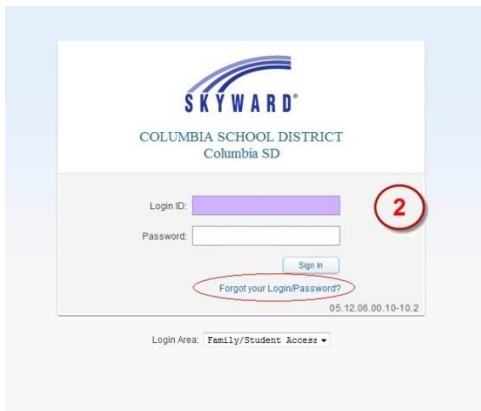
## Columbia School District Online Registration 2014

Note: Before you begin you must have a parent or guardian account in Family Access to register your student(s). You cannot register using a student account.

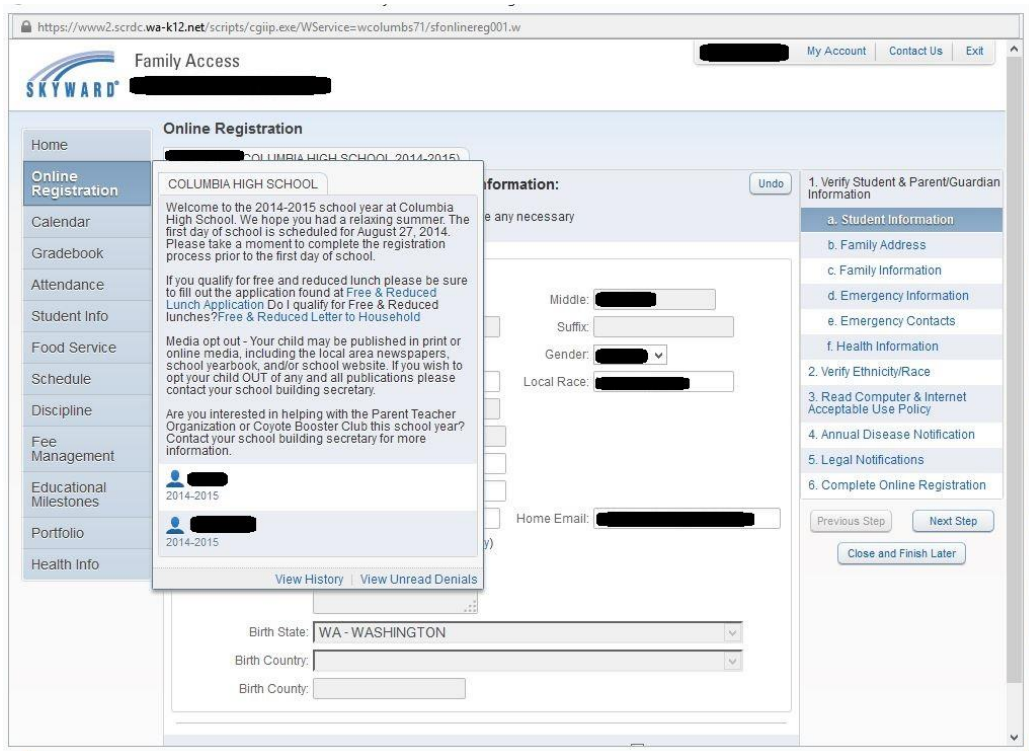
1. Click ***“Family Access Portal”*** in the right margin, on our website, at [www.csd400.org](http://www.csd400.org)



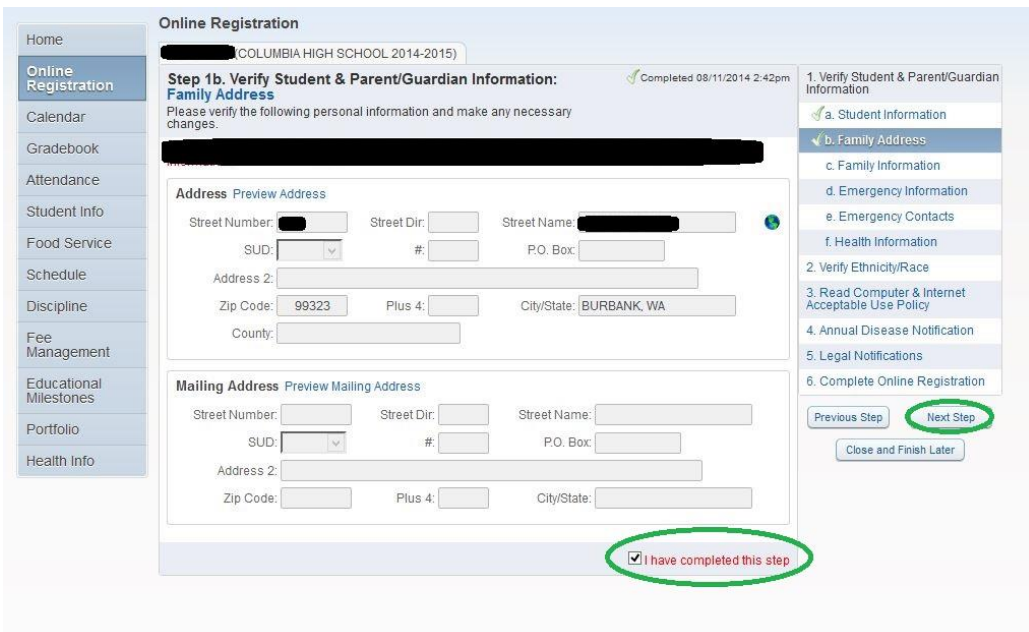
2. Log in to Family Access with your parent/guardian username and password.  
Tip – In most cases your student(s) can be accessed under one user account. No need to log in separately for each child.  
Tip 2 – If you forgot your password, and your email is up-to-date in our system, you can click ***“Forgot your Login/Password?”*** to retrieve it. If you are having difficulty getting logged in, contact the district office at 509-547-2136 or the school building office your child attends.



3. Click online registration in the left column and select your child



- Review and correct any personal info that may need to be changed. Important – After changes have been made click the box down below that says **“I have completed this step”** after you are done. Then click **“Next Step”** to move on.



- Steps 3-5 will each require you to read a brief information page. Click continue after you are done. Once you have read the information and agreed, click the box down below that says **“I have completed this step”** as before to move on.

6. Make one final review and click Submit Online Registration once all steps have been completed.

**Online Registration** (COLUMBIA HIGH SCHOOL 2014-2015) Print

**Step 6. Complete Online Registration**  
By completing Online Registration, you are confirming that the Steps below have been finished.  
Are you sure you want to complete Online Registration for [REDACTED]?

**Review Online Registration Steps**

Step 1) <b>Verify Student &amp; Parent/Guardian Information</b>	Completed 08/11/2014 2:43pm
<i>No Requested Changes exist for Step 1.</i>	
Step 2) <b>Verify Ethnicity/Race</b>	Completed 08/11/2014 2:43pm
<i>No Requested Changes exist for Step 2.</i>	
Step 3) <b>Read Computer &amp; Internet Acceptable Use Policy</b>	Completed 08/11/2014 2:43pm
Step 4) <b>Annual Disease Notification</b>	Completed 08/11/2014 2:43pm
Step 5) <b>Legal Notifications</b>	Completed 08/11/2014 2:43pm

Guardian Name: [REDACTED] Guardian Address: [REDACTED]

**Progress Indicator:**

1. Verify Student & Parent/Guardian Information  
✓ Completed 08/11/2014 2:43pm
2. Verify Ethnicity/Race  
✓ Completed 08/11/2014 2:43pm
3. Read Computer & Internet Acceptable Use Policy  
✓ Completed 08/11/2014 2:43pm
4. Annual Disease Notification  
✓ Completed 08/11/2014 2:43pm
5. Legal Notifications  
✓ Completed 08/11/2014 2:43pm
6. Complete Online Registration

[Previous Step](#) [Next Step](#)

**Submit Online Registration**