

To Add Family Member

1. Click the Red “Go” button. (NOT the add a person box)




 Childcare Go



 **Account 978877**
Family Members: Sadie Doe - Jack Doe - Bobby Doe
Community Ed for ST. PETER Go

+ Add a person


2. Click My Account from navigation bar



Saint Peter Community and Family Education
Providing life-long learning opportunities which respond to and are respectful of the diverse community of ISD 508.

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3. Click “Add Family Member”

My Account
Welcome, you are now logged in. [Shopping Cart](#) | [Account](#) | [History](#) | [Orders](#) | [Documents](#) | [Logout](#)

Choose Family Member to Update:

Bobby Doe Jack Doe Sadie Doe

Add Family Member (highlighted)

Manage Family:

[Manage Payment Methods](#) [Manage User Account or Login](#)

SmartSchoolK12

Working With: Sadie Doe

4. Add information and click “Save”

My Account
Welcome, you are now logged in. [Shopping Cart](#) | [Account](#) | [History](#) | [Orders](#) | [Documents](#) | [Logout](#)

Add New Family Member (modal window)

Bobby Doe Jack Doe Sadie Doe

Add Family Member (highlighted)

Working With: Sadie Doe

Personal Contacts Medical Under

First Name: Samantha
Last Name: Doe
Gender: Female
Birth Date:
Student Adult

Save (highlighted)

978877

Your account information is maintained by the
If you feel that any information displayed is incorrect



5. New student now available:


Choose Family Member to Update:

Bobby Doe Jack Doe Sadie Doe

Samantha Doe

Manage Family:

 [Add Family Member](#)  [Manage Payment Methods](#)

 [Mar](#)
[Acc](#)

