



# Enrollment CHECKLIST

step 1

☐ ParentsWeb Account

step 2

☐ Enrollment Application

step 3

☐ FACTS Account

## step 1 ParentsWeb Account

Your previously created "Renweb" account is our completely integrated, web-based, school management software program that combines the needs of administration, staff, teachers, parents and students. Your personal "ParentsWeb" account is the "hub" for communication from the classroom to the home within the RenWeb system.

- [strongrockchristianschool.com](http://strongrockchristianschool.com)
- Click "Renweb" in upper left home page
- Select "Create New ParentsWeb Account"
- Enter **SRCS-GA** into the District Code field
- Enter the email address you provided in your application
- Click "Create Account"

- You will receive an email from RenWeb Customer Support. Use the included link to create a username and password.

- The link will remain active for six hours.

- Click on the link provided in your email.
- A "Change/Create Password" screen will open.
  - Use the default username provided, or create a new username.
  - Type in your desired password and confirm.
- Click on "Save Username and/or Password".
- At this point you may close the window
- You may now access RenWeb for step 2.

 [strongrockchristianschool.com](http://strongrockchristianschool.com)

## step 2 Enrollment Application

- Access your RenWeb account from step 1
- Click "Family Information" tab
- Click "Enrollment/Re-enrollment" tab.
- Complete the online Enrollment Application
- Make Payment of \$250 Enrollment Fee to secure child's spot

*\* All vital records that were requested through the Application Account must be submitted BEFORE your child is officially enrolled and placed in a class or given a schedule. This includes your child's Birth Certificate, current Immunization Records and Ear, Eye and Dental Form (children 4 years or older).*

## step 3 FACTS Account

**FACTS** is the online system we use to manage tuition payments. You are able to make payments, view your payment schedule, and update your account online and through your mobile device. Payment plans begin in May of each year.

- [strongrockchristianschool.com](http://strongrockchristianschool.com)
- Click "Parents" in upper left home page
- Click "FACTS Online" in the right-hand side of page
- Choose "New Account" to create and manage your account

## need HELP?

Let's Chat

### Admissions Questions:

**Denise McCracken**, Director of Admissions  
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**Allison Buckner**, Admissions Assistant  
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[abuckner@strong-rock.com](mailto:abuckner@strong-rock.com)

### Academic Questions:

**Judy Johnston**, Academic Dean  
678-833-1200  
[jjohnston@strong-rock.com](mailto:jjohnston@strong-rock.com)

**Darrell Herring**, High School Principal  
678-833-1200  
[dherring@strong-rock.com](mailto:dherring@strong-rock.com)

### Guidance Counselor:

**Dr. Kim Kerce**, Guidance Counselor  
678-833-1200  
[kkerce@strong-rock.com](mailto:kkerce@strong-rock.com)

### Financial Questions:

**Paul McCracken**, CEO  
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