

## Important Information About Parent and Student Email and School Registration!



In order to communicate important information, we must have current email addresses for parents and students. To verify or change email addresses on-file at Back Bay/Monte Vista, you may call or email Ms. Ammerman at 949-515-3383 or [sammerman@nmusd.us](mailto:sammerman@nmusd.us).

**Students:** Your student ID number @nmusd.us is NOT an email address, it is a login (user name). So something like 118038@nmusd.us is NOT an email address.

**Parents and Students:** **You must have a valid email address in order to complete online registration!**

If you do not have an email, we suggest Gmail (Google), but you may use any email provider. If you'd like to set up a Gmail/Google account:



1. Go to [account.google.com](https://account.google.com)
2. In the top right, click on "create an account"
3. Follow the simple instructions
4. Write down your password as we will not be able to help you retrieve it

**Note:** to more easily find an account that is not taken, add "bbhs", "montevista" or "backbay" into your user name, such as [sarahbackbay@gmail.com](mailto:sarahbackbay@gmail.com) or [juan123bbhs@gmail.com](mailto:juan123bbhs@gmail.com).

When you've created an email address, please let the school know by calling or emailing Ms. Ammerman at 949-515-3383 or [sammerman@nmusd.us](mailto:sammerman@nmusd.us) Thank you!