



Family ID Instructions

If you've already created an account in previous years then please skip to step 6.

1. Click on this link: <https://www.familyid.com/holland-patent-central-school-district>
2. Click “Create Account” at the top right hand corner of the page.
3. Fill in all fields that have a red asterisk with parent information. The parent will be the owner of the account. Throughout the Family ID program the student will be labeled as the participant. *(Please note when creating your password it must contain capital letters and numbers.)*
4. Once everything is filled out properly click the green button that says “Create Account.”
5. You receive an email to confirm your account. Click the link in the email to verify your account.
6. Go back to the link <https://www.familyid.com/holland-patent-central-school-district> and log in by clicking the icon in the top right corner.
7. Once you have logged you will be prompted for an organization – please enter **Holland Patent Central School District** in the appropriate field.
8. You will see 3 forms highlighted in blue that have to be filled out and submitted prior to the start of school *(the sooner the better)*. The military form only has to be filled out by Juniors and Seniors.
9. Only fields with Red Asterisks have to be filled in. Once you submit your form you will receive a confirmation email.
10. Please make sure to read everything carefully.
11. If you have question or issues with Family ID, please contact the high school main office at 315-865-8154 x 7.