Home of the Braves

The Mt. Zion School District is using the Skyward Family Access system to allow parents/guardians to register their current Mt. Zion students online without the need to complete numerous paper forms. This will provide the convenience of registering from your home and will help parents avoid missing work because of registration.

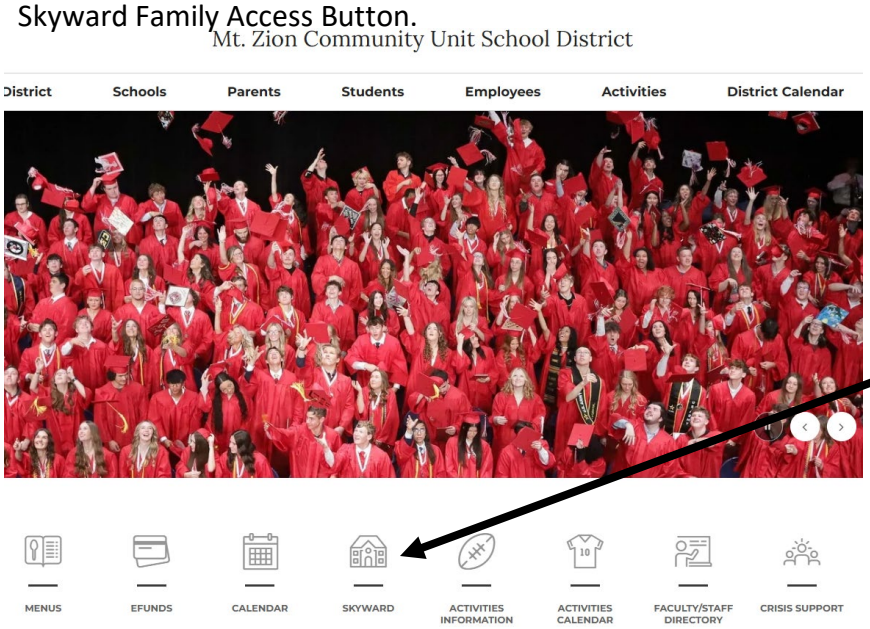
The following is needed to participate in the online registration process.

1. A computer with Internet access (if you do not have access to a computer, this can be done at the public library or during the registration session held by the district).
2. Skyward Family Access Account (if you don't know this info you can go to http://bit.ly/2sYGp7h) and fill out the form requesting it be sent to you.
3. A valid email address for the parent/guardian completing the process.
4. Each student being registered must be a returning student.
5. If you wish to pay your fees online through eFunds, you will need to have an eFunds account set up using either a Visa or MasterCard (debit or credit), or your checking account routing and account number (convenience fees apply). Fees can also be paid at the school by using a credit card, check, or cash.

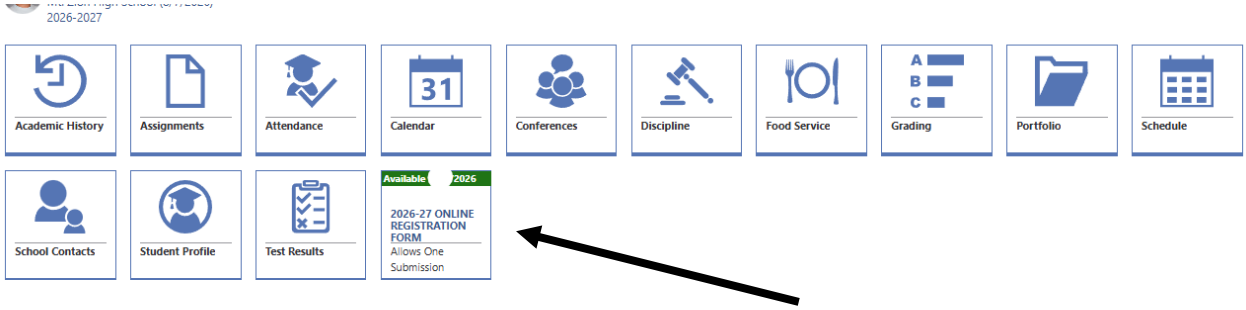
Please be aware the information you see when registering may not look exactly like what is shown in this example. However, the overall function and operation will remain basically the same. If you have questions, please do hesitate to contact your child's school.

How to complete the online registration process

Step 1: Go to the Mt. Zion School District website www.mtzschools.org and click on the Skyward Family Access Button.

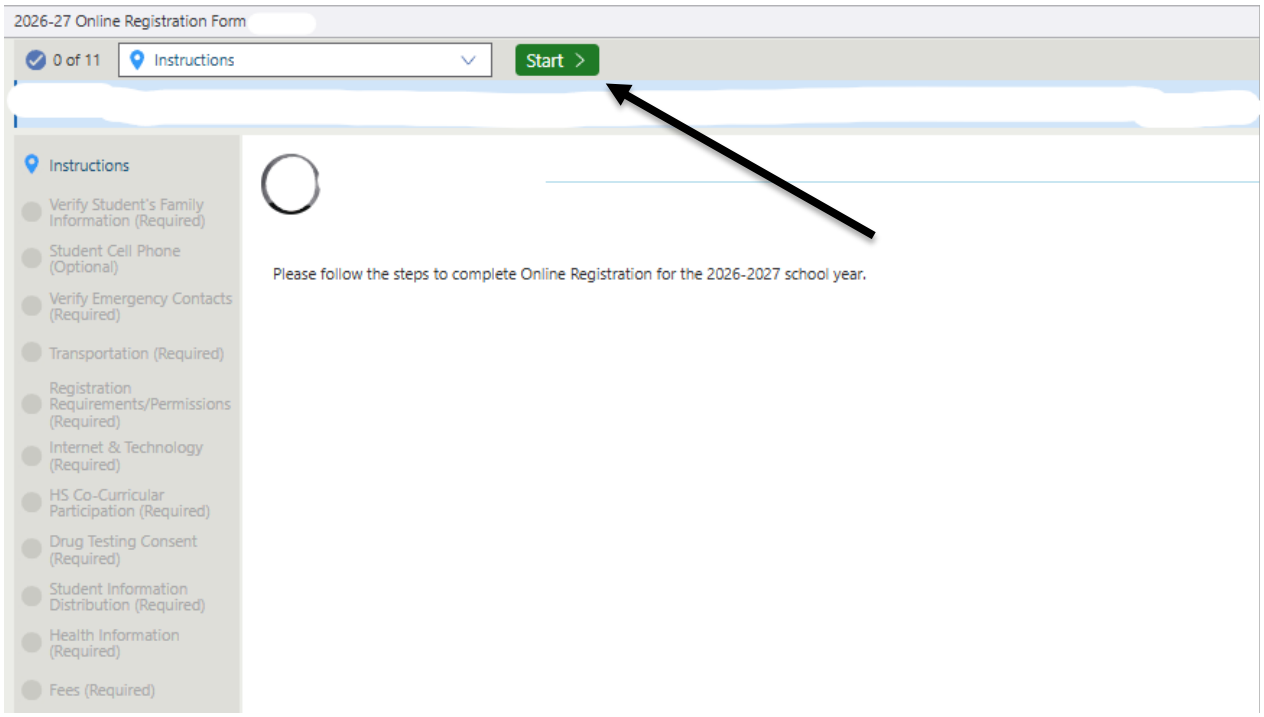


Step 2: Login to Skyward Family Access using your login and password. Once logged in you should see a screen similar to the following (if you don't, click on the home button):

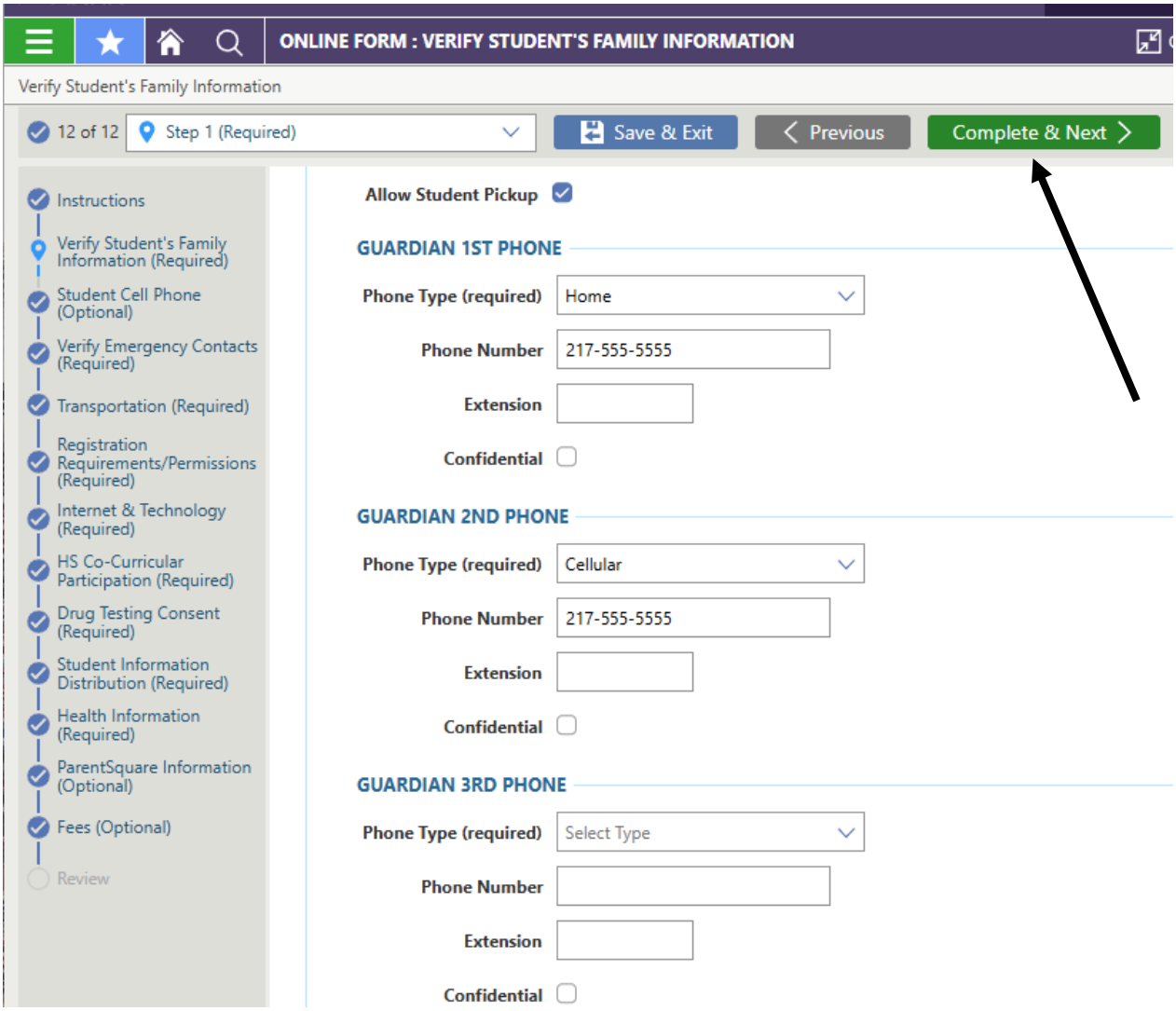


Step 3: Click on the 2025-2026 Online Registration Form link in the middle of the

screen.



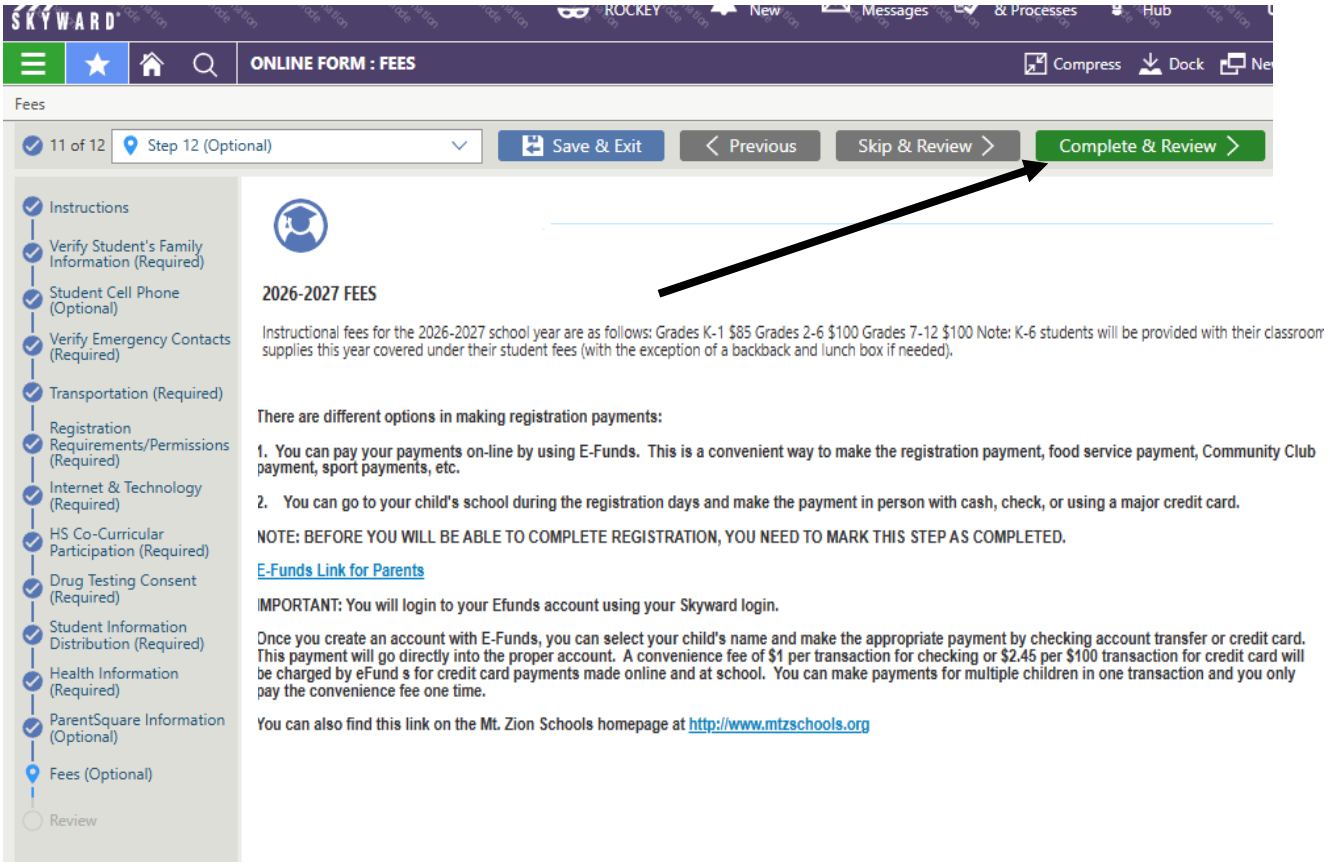
The registration screen has 7-10 general steps, depending on which school you are registering for. You must complete each step before proceeding to the next step. Click on the START button as you are ready to proceed.



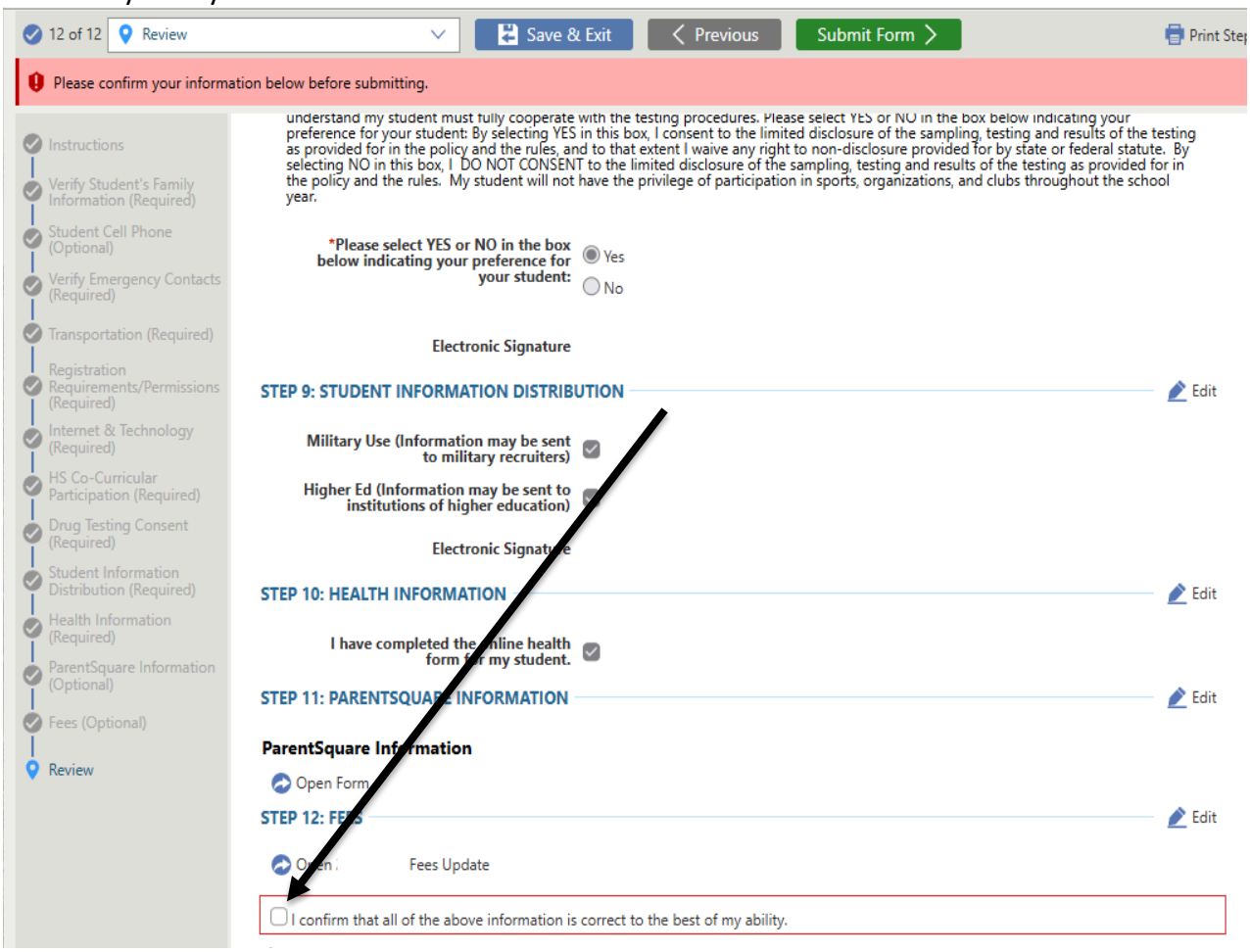
Once a step has been completed, click on the Complete & Next Button. Hint: If you do NOT see the boxes to mark the step as complete, try maximizing your screen by clicking on the maximize box to the left of the X in the upper right corner of your screen. If you cannot finish in one sitting, clicking on the “Save & Exit” button will save your work and allow you to continue later.

Step 4: When you come to the registration payments portion of registration, you DO NOT need to make a payment at this time, HOWEVER, payment should be made before the start of the school year. By using E-funds you have the opportunity to pay for registration, yearbooks, parking fees, Chromebook protection (if applicable), lunch balance payments, PE clothes, sports, and many other school expenses in one payment.

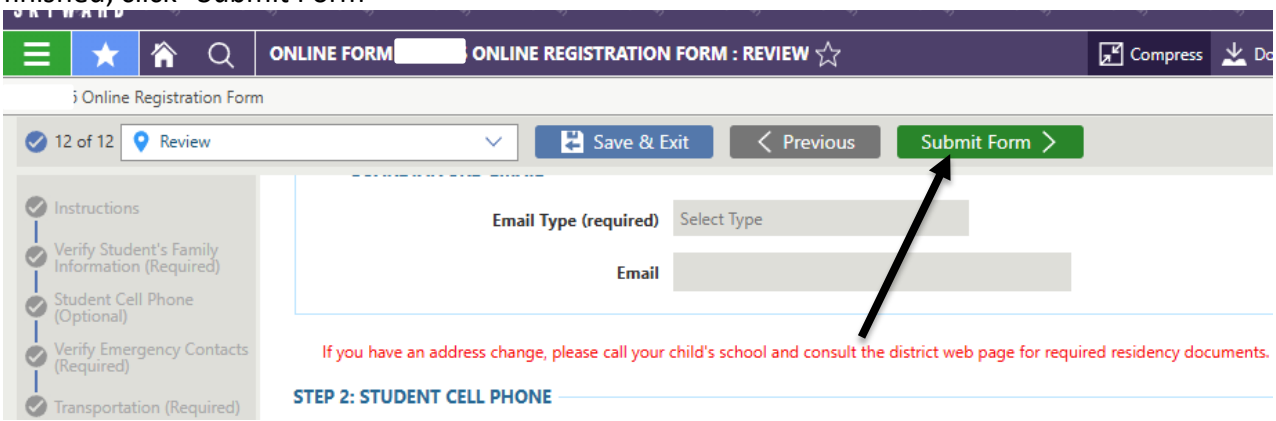
Step 5: Once you have completed all of the steps, you can click on Complete and Review. This will show you the completed online registration form where you can go back through and verify all of your information.



Step 6: Review the online registration steps. If you need to correct anything, click Previous, then you can click on any step on the left you need to correct. You need to scroll all the way to the bottom and check the box that states, “I confirm that all the above information is correct to the best of my ability.”



If you want a hard copy of the screen for your records, click “Print”. When you are sure you are finished, click “Submit Form”



Step 7: Check your email that you use for Family Access. You should have received an email confirming that registration is complete.

If at any point you need to stop and return to the process, simply login to Family Access and

click the form box again and click the green “Reopen” button and you will be able to continue where you left off.

Please let us know if you have any questions!