

How to Add a Child to your Parent Account

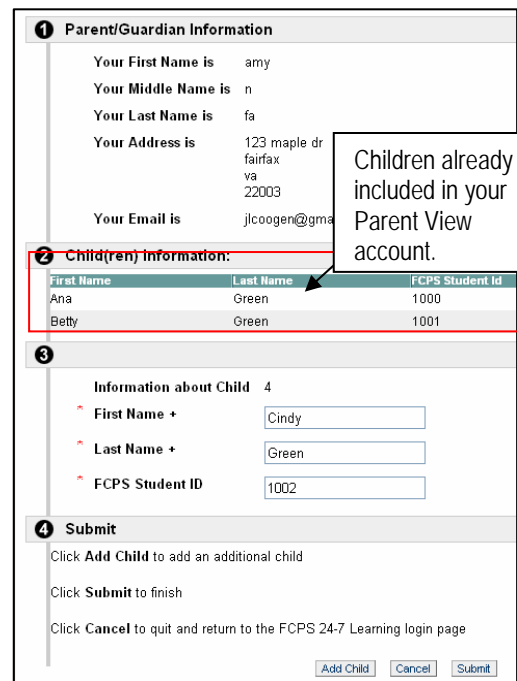
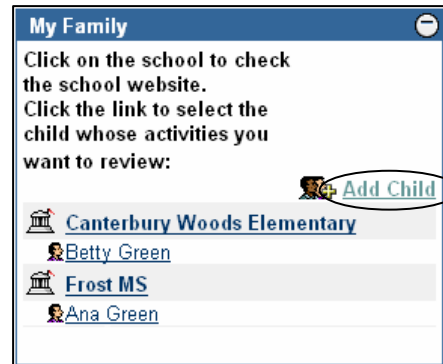


These directions are for parents who have completed the online registration process and have been validated at the school.

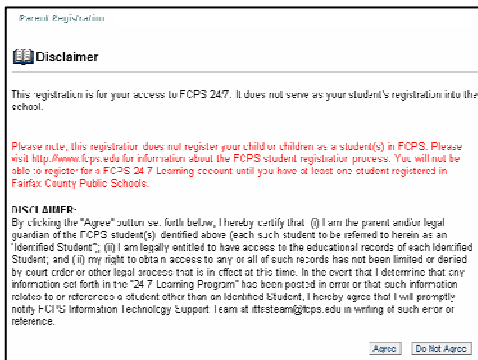
Add A Child to your Current Account:

If a parent needs to register another child, they can use the **Add Child** link in the **My Family** Module.

1. Log in to FCPS 24-7.
2. Scroll down and find the **My Family** Module.
3. Click the **Add Child** Link.
4. Enter your child's **First Name**, **Last Name** and **Student ID** number exactly as it appears on the child's report card or schedule.
5. To add another child to the list, click the **Add Child** Button.
6. Once all the additional children are entered, click the **Submit** button.
7. After you click on **Add Child** or **Submit**, you will see this **Disclaimer** message. You must click on **Agree** to add the child to your account. If you click on **Do Not Agree**, the child will not be added to your Parent View Account.



Children already included in your Parent View account.



8. Now all of your children will show up in the **My Family** module.

