



## Please welcome “Family Zone”, our newest online tool!

Current Aurora families, please use the following instructions for creating a family account and logging in.

**\*\*NOTE\*\*** If you currently have a child on our wait list but do not see them on your family profile, please **do not** add them again. Please click on “contact us” at the initial “Welcome” page of the family zone website.

- 1) For initial account set up, please refer to the following instructions.

### Welcome

Please choose a login option:

- FAMILY
- [Login as a FAMILY](#)

Not sure what to do?

- Have you been offered a space and are not yet registered to use this site?  
Click [here](#) to register.

Click to select.

- 2) You will come to a page where the following information will be requested to link you to your account. Please enter last name as shown on your child’s birth certificate. Your child’s Alberta Ed. Student Number can be found on their most recent report card in the top right hand corner under “**Provincial ID:**”

### 3) Registration Step 1

Student Last Name:  \*

Alberta Ed. Student Number:  \*  
(example: 123456789)

Student Postal Code  \*  
Format: T1T 1T1

Student Birthdate:    \*

Click “**Register**” once all fields have been completed.

## Registration Step 2

Please provide an email address and password. Your email address will work as your username and will also be where your password will be mailed if you forget it. Your password must be at least 6 characters long and may contain letters, numbers and special characters.

Passwords must:

- Be a minimum of 6 characters long
- Contain 1 lower case letter
- Contain 1 UPPER case letter
- Contain 1 number
- Contain 1 special letter like \$%^&#@!\*()+-
- NOT contain a sequence of number longer than 3

Family Email Address:  \*

Family Password:  \*

Confirm Family Password:  \*

[Don't have an email address?](#)

[Advice on choosing a password](#)

**Note:** Once successful you will get the following message

**You have successfully created a profile for yourself on our site.  
You may now [click here](#) to log into your profile.**

**You can now start the process of logging in by clicking on “Login as a FAMILY”**

Please choose a login option:

- FAMILY
- [Login as a FAMILY](#)

Not sure what to do?

- Have you been offered a space and are not yet registered to use this site?  
Click [here](#) to register.

# Family Login

Please provide your login details.

Username:   
(usually your email address)

Password:

[Forgot your password?](#)

Forgotten Username? Send your student's name to the school [contact](#).

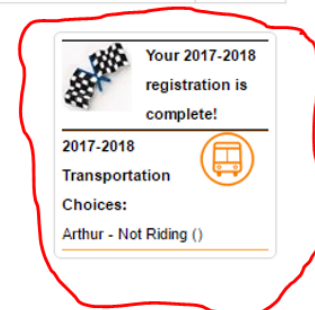
- 4) From there you will be presented with "Terms of Use". Please read through the terms and a confirmation of acceptance will be requested.
- 5) Please review your family profile and ensure all information is accurate. If there are changes to your information, Family Zone is accessible throughout the year, and will be considered the most recent and accurate information.
- 6) If the registration is successful, you will get the following message in the upper right hand corner.



## Parent / Guardian Information

It is your responsibility to ensure information is always up-to-date!

The school must have one or two legal guardian(s) listed in our system.



If you experience any difficulties logging in, please select "contact us" at the bottom of Family Zone's log in page.