

STEP-BY-STEP ONLINE REGISTRATION INSTRUCTIONS

- 1) Go to www.oasd.org
- 2) Click the Quick Links icon then select Skyward Family Access from the list:

Oconomowoc Area School District	📸 School : 🥜 Quick Links 🛛 🤉
DISTRICT FAMILIES COMMUNITY ARTS CENTER	
AREA SCHOOL DIS	X Bussing Information Calendars Canvas
) Estancia Escritu Assess la sig ID and assessmelt	ClassLink
Enter your Family Access login ID and password:	Employment
	Menus
OCONOMOWOC	Skyward Family Access
AREA SCHOOL DISTRICT Welcome to the Oconomowoc Area School District Portal	Stall Directory
	Staff-Only Skyward Access
	Web Store
Ś K Ý W A R D'	
OCONOMOWOC AREA SCHOOL DISTRICT Student	
Login ID: Password: Sopi In	
Forgot your Login/Password? 05 19 02 00 03-11.7	

4) Click on the Open Family Access button in the upper right corner:



Login Area: Family/Student Access 🔻

5) Click the **2025-26 Online Registration button** at the top of the left column, then select the first student you will register and click their name to begin.





ONLINE REGISTRATION

6) The registration steps are listed in the right column. Please complete all of the information within each step and click the **"Complete Step and Move To" button** at the bottom to move to the next step. There will be boxes to click, information that must be typed, and information that must be reviewed within each step:



7) As you navigate each step, you may need to click on **"View Full Screen"** to see the full content on the page. There is a box in the upper right corner of each page that you can click on to enter full screen mode.





8) A check mark along with the time and date stamp will appear next to each registration step as you complete it.



9) If you need to stop during the registration process, click the **"Close and Finish Later" button** on the bottom right:



10) You will see a confirmation message that your registration is saved but not complete:





11) The Student Information Verification step includes several sub-steps that must all be completed before the full Information Verification step is complete. You'll see check marks next to each sub-step once it's completed:

3. S	tudent Information Verification ompleted 07/09/2025 at 1:30 pm
1	a. Student Information
1	b. Family Address
1	c. Family Information
1	d. Emergency Information
1	e. Emergency Contacts

12) Once you have completed all of the steps, you must click the **"Submit 2025-26 Online Registration" button** at the bottom of the last page to formally submit your registration. If you are missing a step or would like to edit a step, simply click back to the step in the right column. You must complete all the required steps before a clickable "Submit" button will appear:

udent (High School 2025-2026)	Prin	t
Step 10. Complete 2025 – 26 Online Registration (Required) By completing 2025–26 Online Registration, you are confirming that the Steps below have been finished.		1. Welcome to Online Registration Scompleted 08/27/2024 11:47am
Are you sure you want to complete 2025-26 Online Registration	2. Back to School Information	
Review 2025–26 Online Registration Steps Step 1) Welcome to Online Registration Step 2) Back to School Information	Completed 06/27/2024 11:47am Completed 06/27/2024 11:47am	3. Student Information Verification √ Completed 08/27/2024 11:48am
Step 3) Student Information Verification	Completed 06/27/2024 11:48am	a. Student Information
No Requested Changes exist for Step 3.		√b. Family Address
Step 4) Verify Ethnicity/Race	Completed 06/27/2024 11:48am	Sc. Family Information
Step 5) Technology	Completed 06/27/2024 11:48am	d. Emergency Information
Step 6) Fee & Food Service Payment	Completed 06/27/2024 11:48am	√e. Emergency Contacts
Step 7) WI Education Fair Permission Form Step 8) Medications, Health Conditions and Immunizations Update Step 9) Concomposed High School Parent Acknowledgement	Completed 06/27/2024 11:48am Completed 06/27/2024 11:48am	4. Verify Ethnicity/Race Completed 06/27/2024 11:48am
Guardian Name: Guardian Address:	Completed 00/27/2024 11.49am	5. Technology
Submit 2025 - 26 Online		6. Fee & Food Service Payment of Completed 06/27/2024 11:48am
Registration	J	7. WI Education Fair Permission Form
		8. Medications, Health Conditions and Immunizations Update Completed 06/27/2024 11:48am
		9. Oconomowoc High School Parent Acknowledgement Completed 08/27/2024 11:49am
		10. Complete 2025 – 26 Online Registration
		Previous Step Next Step
		Close and Finish Later



13) If you successfully completed registration, you will receive a confirmation email from the Oconomowoc Area School District. You will also see a confirmation message within online Family Access:



- 14) If you need to make changes to your Online Registration after you have submitted, you can click the **"Mark 2025-26 Online Registration as not completed and make changes" link**, but please be aware:
 - You must make your changes and again click the "Submit 2025-26 Online Registration" button, explained on the previous page. Your revisions will not be submitted until you click this button.
 - You will only be able to make changes during the Online Registration period, which ends on August 6, 2025. The Online Registration portal will be locked after August 6.

St	itudent (High School 2025-2026)
<	J 2025-2026 Online Registration was successfully completed and submitted to the district for Student on Wed July 9, 2025 5:16pm by Test Mom.
	Go back to review completed steps
	Mark 2025-2026 Online Registration as not completed and make changes
-	

15) Please repeat this process for each of your students attending the OASD for the 2025-26 school year.

Once you have completed Online Registration, follow the steps on the next pages to complete the Online Forms for your children.



STEP-BY-STEP ONLINE FORMS COMPLETION INSTRUCTIONS

Once you have completed Online Registration, please complete the online forms that apply to each child. There may be more than one online form for each child, so please complete each form separately.

- 1) If you need to log back into Skyward Family Access, go to www.oasd.org
- 2) Click the Quick Links icon then select Skyward Family Access from the list:

Oconomowoc Area School District	📸 School : 🥜 Quick Links 🤉
DISTRICT FAMILIES COMMUNITY ARTS CENTER OCCONNOMION A REA SCHOOL DIST	> Bussing Information Calendars Canvas ClassLink
Enter your Family Access login ID and password:	Employment Menus Skyward Family Access Staff Directory Staff-Only Skyward Access
Welcome to the Oconomowoc Area School District Portal	Web Store

4) Click on the **Open Family Access button** in the upper right corner:

5.19.02.00.03-11.7



Login Area: Feet1v/Student Arcess *



ONLINE REGISTRATION



6) Complete all the information within each step and click the **"Complete Step and Move To" button** at the bottom to move to the next step:





7) Once all the steps are complete, click the **Submit button** at the bottom. You will see a confirmation message within Family Access:

Home	Student (High School)
2025 – 26 Online Registration	J25-26 Athletic Registration - Parent Forms was successfully completed and submitted to the district for on Wed July 9, 2025 11:58am
Online Forms Gradebook	Go back to review completed steps Mark 25-26 Athletic Registration - Parent Forms as not completed and make changes

8) When you click the **Online Forms button** again, the form will include the completion time and date stamp and allow you to view the completed form:

Home	Student (High School))		
2025-26 Online Registration	S 25-26 Athletic Registration - Parent Forms was success	fully completed and submitted to the	
Online Forms	High School	te changes	
Gradebook	L Student	ie changes	
Attendance	25-26 Free and Reduced Lunch Sharing Waiver Open	Fill Out Form	
Student Info	The information on this form may be shared with other programs that your child(ren)		
Busing	the program if you check the box.		
Food Service	25-26 Fee Payment Plan Open	Fill Out Form	
Schedule	PLEASE ONLY COMPLETE THIS FORM IF YOU ARE UNABLE TO PAY, IN FULL, ALL FEES BY SEPTEMBER 3rd. If you qualify for Free & Reduced meals the annual fee will be waived by		
Discipline	October 15th and will not be considered past due until that of	date.	
Test Scores	25-26 OHS Application For Free/Reduced Meals Ope	n Fill Out Form	
Fee Management	Lunch Program, a different application form is required to de student qualifies for free/reduced priced meals, along with o benefits beyond free meals for your child(ren) and school. P form if you feel your student(s) could qualify.	etermine if a ther additional Please fill out this	
Activities	25-26 Athletic Registration - Parent Forms	View	
Student Services	Completed, 06/27/2025 11:58am		
Graduation	25-26 Club Registration - Parent Form Open	Fill Out Form	
Requirements	25-26 OHS Safety Contract - Parent Form Open	Fill Out Form	
0	25-26 OHS Parking Permit - Parent Open	Fill Out Form	

9) Complete this process for each online form that applies to each child.

After completing Online Registration and Online Forms, please complete the online payment process outlined on the next pages.