



St. John Paul II School

HIGH SCHOOL DIVISION

It is my pleasure to welcome you to St. John Paul II School. We are delighted to have you join our school community. You will be a great addition to JP II! We look forward to starting the registration and enrollment process with you.

Next Steps

Accepted Student Night, *March 16th, 6:30 PM*

New Student Registration, *March 24th, details to follow*

New Student Registration Packet (*see details below*)

Tuition and Financial Aid Information ([click here](#))

Continuous Enrollment Form/Tuition Payment Preference Form (*to be received once registration packet is complete*)

Please contact Jenn Canzano if you have any questions, jcanzano@jpiihyannis.org or 508-862-6336 ext. 104.

New Student Registration Packet

To initiate the new student registration and enrollment process for {StudentFirstName}, please access our FACTS Family Online Portal. If you are a NEW family, you do not have a login, and should follow the Instructions for Creating a Family Portal Login listed below.

FACTS Family Portal is a private and secure parents' portal that will allow parents to view academic information specific to their children while protecting their children's information from others. You may view your child's grades, attendance, as well as other useful school information. Every family must create a new login in FACTS SIS Family Portal to access grades, attendance, and the like.

If you already have a Family Portal account please scroll down to “ Access FACTS Family Online Portal.”

Instructions for Creating a FACTS Family Portal Login

- Please go to www.factsmgt.com.

- Select Parent Log in from the menu bar and FACTS Family Portal from the drop-down menu.
- After the FACTS Family Portal Login screen opens, please select Create New Family Portal Account.
- Enter (SJPFX-MA) into the District Code field.
- Enter in the Email field your email address as provided in your application to the school.
- Click the Create Account button.
- You will receive an email from FACTS SIS Customer Support containing a link that will allow you to create your username and password. For security purposes the link will remain active for 6 hours.
- Please click on the link. A Change/Create Password screen will open. You may use the default username provided, or create a new username. Then type in your desired password into the Password field and Confirm Field.
- Click on the Save Username and/or Password button.
- Close the window.
- Log into Family Portal as instructed below.

Access FACTS Family Online Portal:

- Go to <https://sjpfx-ma.client.renweb.com/pwr/?SchoolCode=SJPFX-MA> (Family Portal can also be accessed via our school website.)
- Type in your username and password. If you have forgotten your username or password, please click on the link provided.
- After logging in, click on Apply/Enroll in the left menu.
- Click on the Enrollment/Reenrollment link.

The Online Enrollment system will open with a link to the New Student Registration and Enrollment packet for {StudentFirstName}. The online process should take approximately 15 minutes to complete. Your information will be saved if you need to quit and come back later. *Most information will already be populated from information provided from the application we have on file. Please make any necessary updates.*

Please contact Lauren Fish if you have any technical difficulties, lfish@jpiihyannis.org or 508-862-6336 ext.148.