

Re-Enrollment Instructions

If you have not previously made a ParentWeb account, you'll need to make one to be able to access re-enrollment.

To create a ParentsWeb Login (if you already have an account, skip this step:

- Please go to www.renweb.com
- Select **Login** from the menu bar Login screen opens, please select **Create New ParentsWeb Account**
- Enter **SB-MI** 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 RenWeb 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 **Save Username and/or Password** button
- Close window
- Login to ParentsWeb

How to Re-Enroll Your Student:

- Go to Renweb.com.
- Select *Logins* from the menu bar and click Log in and select *ParentsWeb Login* from the drop-down menu.
- Type in your username and password. If you have forgotten your username and password, click on the link provided.
- **District Code is SB-MI**
- Click on the *Apply/ Enroll*
- *Click Enrollment/Re-Enrollment*
- *Click Link to open student enrollment*
- Click on your student(s) re-enrollment packet.
- There will be a \$20.00 re-enrollment fee (per student) upon submission of packets.