

# HOW TO REGISTER FOR A USERNAME AND PASSWORD, AND ADD YOUR CHILD TO THE WAITLIST

Family Zone Link: <https://www.auraschool.ca/registration>

Step 1 – Click WaitList Login



Family Login »

WaitList Login

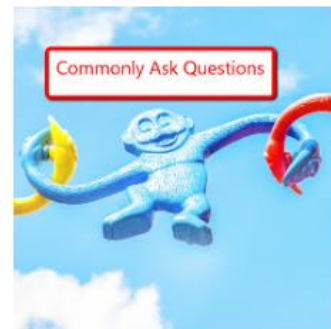
Staff Login



How to add your child to waitlist.



Login difficulties.



Commonly ask questions.

Step 2 – Click “Not registered for the Waitlist? Register NOW!”

## Waitlist Login

Please provide your login details.

Username:  
(usually your email address)

Password:

Login

[Forgot your password?](#)

[Not registered for the  
Waitlist? Register NOW!](#)

### Step 3 - Complete Step 1 & 2 to create your Family Zone Username and Password

## Waitlist Register Family Step 1 of 2

### Step 1 of 2

Let's make sure that you aren't already in the system! Please provide the following:

Student Last Name:  ?

Family Email Address:  ?

Family Postal Code:  ?

Family Home Phone:  ?

[Proceed to Step 2 >](#)

If you have any questions, please [contact us](#).

## Waitlist Register Family Step 1 of 2

### Step 2 of 2

You are able to proceed with creating a username and password.

Your username will be your email address. You must now create a password.

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

Student Last Name:  ?

Family Email Address:  ?

Family Postal Code:  ?

Family Home Phone:  ?

Family Password:  \*

Confirm Family Password:  \*

[Create Account](#)

### Step 4 - Login to Family Zone under [WaitList Login](#) using your new username and password.

## Waitlist Login

Please provide your login details.

**Username:**  
(usually your email address)

**Password:**

[Login](#)

[Forgot your password?](#)


[Not registered for the Waitlist? Register NOW!](#)

Complete the following pages as shown to complete the Family Zone Waitlist Application.

**Enter parent/guardian and waitlist student names as they appear on Canadian government-issued ID (birth certificate, passport, etc.)**

## IMPORTANT

Updates to Family Zone, including the waitlist grade and waitlist year, must be done every school year before October 31 for as long as the child(ren) are on the waitlist. If you do not update both the waitlist grade AND the waitlist year for your children, you will not be contacted. The waitlist grade and year do not automatically advance each year. These updates are the parent's responsibility and no reminder notice will be provided.

**CHARTER SCHOOL**

[Print](#) [Logout](#)

### Terms of Use

#### User Name and Passwords

To obtain access to certain services through Aurora Online, you are given an opportunity to register with us. As part of any such registration process, you will be given/select a Username and Password. You agree that the information you supply during that registration process will be accurate and complete and that you will not register under the name of, nor attempt to enter our site under the name of, another person. We reserve the right to reject or terminate any Username that we deem offensive. You will be responsible for preserving the confidentiality of your Password and will notify us at [Aurora.School@aurorasc@auroraschool.ca](mailto:Aurora.School@aurorasc@auroraschool.ca) of any known or suspected unauthorized use of your account.

#### Your Digital Signature

When you register for use of the Site, you provide distinguishing information to identify yourself. This information, once verified, is used to create your Username and Password. Entering this Username and Password to gain access to FZ is considered your "Digital Signature" and is binding to all information provided during the duration of the visit to FZ. Digital Signatures are legally binding. Your "Digital Signature" acknowledges your agreement, including consent where indicated.

#### Indemnity

You agree to indemnify, defend and hold us harmless, including our directors, officers, employees and agents, from and against any action, cause, claim, damage, debt, demand or liability, including reasonable costs and attorney's fees, asserted by any person or company, arising out of or relating to your breach of this Agreement.

#### Your Obligation for Disclosure and Granting Verification Investigation

Clicking the "I Accept" button at the bottom of the page verifies the accuracy of the information you provide and authorizes staff of Aurora Academic Charter School to contact previous schools and request student records.

**Family Zone**  
[Home](#)  
[Password Change](#)  
[Family Information \\*](#)  
[Waitlist Student](#)  
[Waitlist Family Summary](#)  
[Contact Information \\*](#)  
[Logout](#)

# Waitlist Family Detail

## Family Zone

- [Home](#)
- [Password Change](#)
- [Family Information \\*](#)
- [Waitlist Student](#)
- [Waitlist Family Summary](#)
- [Contact Information \\*](#)
- [Terms of Use](#)
- Last Accepted: 9/26/2019
- [Logout](#)

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

Student Surname:

Street Address:  \*

City:

Postal Code:

Format: T1T 1T1:

Address Verified? **X Not Verified**

Address not found on map? Enter address: **(Enter information above and then click below button)**

details carefully and [click here](#):  ? Not sure what to do ?

# Waitlist Family Detail

## Family Zone

- [Home](#)
- [Password Change](#)
- [Family Information \\*](#)
- [Waitlist Student](#)
- [Waitlist Family Summary](#)
- [Contact Information \\*](#)
- [Terms of Use](#)
- Last Accepted: 9/26/2019
- [Logout](#)

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

**Family Updated**

Student Surname:

Street Address:

City:

Postal Code:

Format: T1T 1T1:

Address Verified? **X Not Verified**

Address not found on map? Enter address: **(Enter information above and then click below button)**

details carefully and [click here](#):  ? Not sure what to do ?



Sorry! Something went wrong.

This page didn't load Google Maps correctly. See the JavaScript console for technical details.

The addresses listed below are used to send email correspondence to your family from the school. You may leave one blank but you MUST provide at least one email address.

Family Email 1:

Email Format 1:  HTML  Plain Text (Choose HTML if unsure)

Family Email 2:

Email Format 2:  HTML  Plain Text (Choose HTML if unsure)

**Family Updated**

"Annual Verification" of the above information is required.

**Family Updated**

"Annual Verification" of the above information is required.

**Contact 1 - Aurora School** [\[DELETE\]](#)

First Name:

Last Name:

Contact Order

What order should we call contacts in the event of an emergency (start with 1):

Relationship to Student(s):

[Set Contact Address to the same as Family Address](#)  
[12245 - 131 Street NW Edmonton T5L 1M8]

Daytime Emergency Phone   
Format: ###-###-####

Email:

Address:

City:

Postal Code   
Format: T1T 1T1

**Enter parent/guardian names as they appear on Canadian government-issued ID (birth certificate, passport, etc.)**

"Annual Verification" of the above information is required.

[I confirm the above information is correct](#)

### Waitlist Student(s) Detail

You have no students on the waitlist... add at least one student below.

[Add a student](#)

Last Name:  ?

Middle Name:  ?

First Name:  ?

Birthdate (YYYY-MM-DD):  ?

Student Gender:  Male  Female ?

Student Currently in Grade:  ?

Expected Entry Grade:  ?

School year child will enter Aurora:  ?

Birth Country:  ?

Birth City:  ?

Date of Arrival in Canada (enter birthdate if born in Canada):  ?

Does your child require transportation:  Yes  No ?

May we access current school student records:  Yes  No ?

Current School (enter N/A if Not Applicable):  ?

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12245 131 Street, Edmonton, AB T5L 1M8  
Ph: 780.454.1855 • Fax: 780.454.8104

- Family Zone**
- [Home](#)
  - [Parents' Choice](#)
  - [Family Information](#)
  - [Waitlist Student](#)
  - [Waitlist Family Summary](#)
  - [Contact Information](#)
  - [Terms of Use](#)
  - [Last Accessed: 9/28/2019](#)
  - [Logout](#)

**Enter waitlist student names as they appear on government-issued ID (birth certificate, passport, etc.)**

auroraschoolpay.com says

Wait list application not complete without Birth Certificate or Immigration Documents!



OK

Aurora School no longer requires the birth certificate to be uploaded to Family Zone as of Sept 1, 2019. You will be required to bring it at the time of the placement assessment for your child.

Print

Logout

### Waitlist Student(s) Detail

You have no students on the waitlist... add at least one student below.

Add a student

Last Name:  ?

Middle Name:  ?

First Name:  ?

Birthdate (YYYY-MM-DD):  ?

Student Gender:  Male  Female ?

Student Currently in Grade:  ?

Expected Entry Grade:  ?

School year child will enter Aurora:  ?

Birth Country:  ?

Birth City:  ?

Date of Arrival In Canada: (enter birthdate if born in Canada)  ?

Does your child require transportation:  Yes  No ?

May we access current school student records:  Yes  No \* ?

Current School: (enter N/A if Not Applicable)  ?

- Family Zone**
- [Home](#)
  - [Password Change](#)
  - [Family Information](#)
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  - Last Accepted: 9/26/2019
  - [Logout](#)

When you click Create you will see the confirmation message **Waitlist Student Created!** If you do not see this message, your child has not been added to the waitlist as required information is missing.

## Waitlist Student(s) Detail

**WAITLIST STUDENT CREATED!**



You have at least one student on the wait list at this point. You can add more students to the waiting list by clicking on "Waitlist Student" in the "Family Zone" menu (on the right)! You can check the status of your current students by clicking on "Waitlist Family Summary".

\* \* \*

If you have another child to add, click add student at the bottom of the page, and fill in the required information for the next child, and press Create.

You will see a confirmation message saying the **Waitlist Student Created!** If you do not see this message, your child has not been added to the waitlist as required information is missing.

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## Waitlist Student(s) Detail

**WAITLIST STUDENT CREATED!**



You have at least one student on the wait list at this point. You can add more students to the waiting list by clicking on "Waitlist Student" in the "Family Zone" menu (on the right)! You can check the status of your current students by clicking on "Waitlist Family Summary".

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\* \* \*

**YOUR CHILD(REN) HAVE NOW BEEN SUCCESSFULLY ADDED TO THE AURORA ACADEMIC CHARTER SCHOOL WAITLIST.**

**THE WAIT TIME IS 5 YEARS FOR ADMISSION.**

Updates to Family Zone, including both the waitlist grade **AND** the waitlist year (Under Waitlist Student), must be **done every school year** before October 31 for as long as your child(ren) are on the waitlist.

\* \* \*

### COMMONLY ASKED WAITLIST QUESTIONS

#### **How long is the Waitlist?**

It will be **5 or more years** from the year your Family Zone waitlist application was created, before you may receive an email regarding admission.

#### **My child is on the wrong waitlist.**

Updates to Family Zone, including both the waitlist grade **AND** the waitlist year, must be **done every school year** before October 31. If you do not update both the waitlist grade and the waitlist year for your children, you will not be contacted. The waitlist grade and year do not automatically advance each year. These updates are the parent's responsibility and no reminder notice will be provided.

### **What number is my child on the Wait List?**

Rankings are not provided as the number changes due to sibling priority status. The waitlist is maintained on a first come, first serve basis according to the date of the Family Zone waitlist application, with children who have brothers or sisters attending Aurora School receiving priority status over children who do not.

Due to class size limits and low withdrawal rates at Aurora School, the wait time is 5 years for an opening and the most likely chances of admission are in KG, Grade 4 and Grade 7.

### **How will I know when there is an opening for my child?**

Families are contacted **by email** when there is an opening for their child with a placement assessment date and time. This email is time sensitive and if parents do not respond within the allowed time, we will move on to the next child on the waitlist and the child's name will be removed from the waitlist. \*Keep your email address updated on Family Zone\*

### **If my child is registered at Aurora School for the next school year, will there be an opening for my other child(ren) on the waitlist?**

Only if there is an opening in the grade your child(ren) are in, they are next on the waitlist and they meet the admission requirements.

### **I forgot my username/password.**

Your username is the email you used to create your Family Zone account. If you cannot remember your password, you will have to reset your password. Click **WaitList Login** then **forgot password**. The program will email you a link to reset your password. Click on the link and change your password. If you are unable to click on the link, copy and paste the link into your google browser. This link is time sensitive and you have two hours to change your password. Your new password must be a minimum of 8 characters long, and contain a Capital letter, a number and a symbol such as \*, #, !, @.

For security reasons, Aurora School cannot provide usernames or passwords.