



# How to complete a SUN Registration form through Grouptrail

1. Scan the QR Code on the SUN Flyer - Use your phone or device to scan the QR code provided.
2. Enter Your Email Address and submit.
3. Next, Check Your Email - Look for email titled: "**SUN Community Schools Hub**".
4. Open the Email & Click the Link- This will take you to the Registration Form.



## Steps for Filling Out the Registration Form:

### Parent Information

1. Enter:
  - o Your email
  - o Your first and last name



Sign In

Email

Send me an email to sign in

Submit

## Student Registration Form (Only complete the \* ones)

- Enter Student Information:
  - o First and last name
  - o Date of birth (DOB)
  - o Gender
  - o Language
  - o Race/Ethnicity
  - o School: Select **Creston Elementary School**
  - o Type of Participant: (choose from the drop-down)
  - o Primary Method of Transportation
  - o Secondary Method of Transportation
  - o Current Grade Level
  - o Household Contact Information

Student/Participant Registration Form  
English - Español

Participant name \*

Date of Birth \*  
mm/dd/yyyy

Gender \*

If Other Gender Specify

School \*

Type of Participant \*

Submit

### • Enter Contact Information:

- o Guardian's first and last name
- o Guardian contact number
- o Emergency contact name
- o Emergency contact phone number
- o Relationship of emergency contact to student

## Forms

1. Read and complete the:
  - o Non-Discrimination Agreement
  - o Behavioral Agreement
  - o Photo Release Agreement

## Final Step

- o Submit the Form

