



# Forest Lake Area Schools Activity Registration/Payment Information

FLAS has a new Activity/Fees/Webstore, Affinity. It will provide several new features for parents and coaches, including a mobile-friendly interface!

Access Affinity through ParentVue or directly at [flaschools.epaytrak.com](http://flaschools.epaytrak.com)



Forest Lake Area Schools  
Excellence for Every Student Every Day

Cart Login



Here are the steps to follow to create a new account.

1. Connect through ParentVue or go to [flaschools.epaytrak.com](http://flaschools.epaytrak.com). Have your child(ren) **Student ID (ask your child or it can be located in ParentVUE)** and **Date of Birth** available. You will need to create a parent "User Account" and then link to your student(s). Once you've created your account, you will just need your user name and password for subsequent visits to the site.

2. Click on the Red Soccer Ball.



3. If it is the first time using Affinity from the right hand side choose

[Click here to begin our setup process](#)

Username

This is typically your email address.

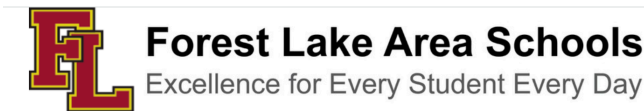
Password

Trouble logging in? [Login Assistance](#)

Don't have an account yet?

[Click here to begin our setup process](#)

4. Fill out the **New Account Registration Information**.



New Account Registration  
Registration Progress: Step 1 of 3

The **User Account** manages your login, billing address, primary email, and phone number. To pay or register for items you will be asked to create a **Family (household) Account** and then add **Member Profiles** for either yourself and/or other household members.

STEP 1

Your Email Address

Your email address will be the account name you use to log into our site.

Confirm Your Email Address

Re-enter your email address.

Create A Password

Create a secure password you will remember.

Confirm Your Password

Re-enter your password.

Check your email account after registering for the account validation link.

New User Account Registration

Registration Progress: Step 2 of 3

Complete your billing address information

STEP 2

Fields marked with a \* are required.

First Name\*

Last Name\*

Primary Phone\*

Phone Type\*  
 Mobile Phone  
 Home Phone  
 Work Phone

Address 1\*

Address 2

City\*

State\* Please select state!

Zip\*

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## 5. Add a Student to your User Account.

+ Add a person ←

Select "Add a person" to associate your student(s) to your user account

## 6. Select NO I do not have a Key.

### Account Management

Do you have a registration key?

**Yes, I have a key:** If you already have a student/any students enrolled in the school a Registration Key has been created and has been sent to you already. Select this option and enter the Registration Key. The system will automatically create your Family (household) Account and connect student Member Profiles.

**No, I do not have a key:** Take me to more options for finding or creating an account.

Yes, I have a key

+ Connect to your account

No, I do not have a key

+ Continue without key

Select No, I do not have a key.

## 7. Link your Student to your user account. The Student ID# can be found in ParentVUE or ask you student.

### Family Account

Link an account by student ID and birth date

Please complete the form below and click 'Finish' to link your account.

Fields marked with a \* are required.

Student ID\*

Birth Date\*

Enter your Studnets ID# and Birthdate. The system will then add this student to your user account

Link Family



8. You can **Click on the Red Soccer Ball** to begin registering for activities.

9. **NOTE**, please check your email to confirm your account setup is complete.



Your email has not been confirmed! Your account will expire on 08/06/2020 at 7:13 PM!  
Resend activation information

### For Assistance contact:

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