



2026-2027 Registration for Leake County School District – Using ActiveParent

The Leake County School District 2026-2027 school year student registration format provides an option for Online Student Registration through ActiveParent. **One ActiveParent account is required per family for Online Registration.** Multiple students can be attached to one ActiveParent account.

Online Registration timeline for the 2026-2027 school year: School is scheduled to start on **July 30, 2026**

- ❖ **NEW students:** who have **never** been enrolled at any School in the Leake County School District will be able to register **starting July 20, 2026 - August 3, 2026**
- ❖ **RETURNING students:** who are currently enrolled or may have been previously enrolled in any School in the Leake County School District will be able to register **July 20, 2026 - August 3, 2026**

CALL YOUR STUDENT'S SCHOOL FOR ASSISTANCE WITH ANY OF THE FOLLOWING:

- **You do not have an ActiveParent account for registration**
 - * you will need an ActiveCode to create your ActiveParent account
- **You already have an ActiveParent account and**
 - * you do not remember your login and/or password
 - * you need to register a new to LCSD student
- **you will need an ActiveCode for each new student**
 - * you need to register a returning student that is not currently attached to your account

To Create an ActiveParent Account, *if you don't have one.*

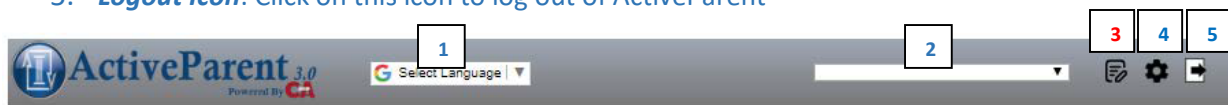
- ❖ **After obtaining an ActiveCode, access the ActiveParent website as noted below:**
 - Enter the ActiveCode provided to you and click Redeem Code
 - Complete all required (*) fields on the Create Account screen & Create User
 - Username MUST be a minimum of 8 characters
 - Password MUST be a minimum of 8 characters with 1 number
 - Log into the ActiveParent account to continue the registration process or to add additional students to your ActiveParent account.
 - Every student not already attached to an ActiveParent account must have a unique ActiveCode to use for Online Registration

To Access the ActiveParent Website: <https://ms4000.activeparent.net/Login.aspx?ReturnUrl=%2f>

Online Registration Process:

Upon logging into ActiveParent the parent/guardian will see the action icons in the ActiveParent Header:

1. **Select Language Dropdown**
Right click on any blank area of the page | Click option: "Translate to English" | Click "Options" and select | "Change Languages" | Choose other language you wish to translate to.
2. **Attached Student list:** Students already attached to the ActiveParent account will appear in this list.
3. **Online Registration Icon:** Click this icon to enter an **ActiveCode** to begin the registration process or to attach additional students for registration.
4. **Settings Icon:** Click on this icon to change profile information such as password, email and phone number
5. **Logout Icon:** Click on this icon to log out of ActiveParent



Upon clicking the Online Registration Icon: 3 the parent/guardian will be taken to the screen below to select an attached student or to enter an ActiveCode.

1. Select an attached student from the Dropdown and click Begin Registration for students already attached to the ActiveParent account.

OR

2. Click the blue Have a code to enter? Click here to enter the code received from the school.
3. The screen below will appear for parent/guardian to enter the ActiveCode obtained from the school and click Redeem Code.

4. Begin the registration process. Fill in the blanks and click Next Step to move to the next step.

All required fields will be marked with a red asterisk *. The parent/guardian can save and come back later at any point by clicking the **Save Progress and Continue Later** button. The parent/guardian can also cancel registration at any point by clicking the **Cancel Registration** button. This will revert any changes that have made during this session and return them to the student selection page. Parents/guardians can advance through the steps by clicking the **Next Step** and **Previous Step** buttons at the bottom right of the page or by clicking any of the steps on the left side of the page. The user will advance through steps, filling in required information and uploading required.

Once the parent/guardian has completed all nine steps of registration (or verified that the already entered data is correct), the parent/guardian must confirm the data, enter their full name, and click **Save and Finish**.