



Parent Guide to Registration

Cass School District 63

- Please go to www.cassd63.org
- Click the big button called “PowerSchool Login” located below the opening photo on the website.
- Sign into your account.
- Once in your account, on the left side, click the button called “forms”
- Under Registration 21-22, click on the first form name.
- Now update or add any information on the form. When complete, click submit at the bottom of the page.
- Please note, if the field has a red asterisk, the field must be filled in to submit.
- As you submit each page in registration, follow the tabs at the top which indicate which section of registration you are to complete.
- At the bottom of the “2021-2022 Fee Payment Worksheet,” you are directed to MySchoolBucks to pay your invoices.
- Look to the Navigation Bar on the left side of PowerSchool. Click the button called “MySchoolBucks.”
 - If you do not yet have an account, it will prompt you to create one.
 - You only need a MySchoolBucks account if you would like to pay via credit card. If you would like to pay by check or exact cash, please visit the school office.
- After you complete your payment step, please return to the button called “forms” on the left side. Please complete the final step, which is called “Finishing Step to Registration Process.”