Merton/Swallow Summer School Online Registration Instructions
for Lego Robotics League Camp 2023

Important Date
- **Thursday, May 25:**   Grades 3-7 open for registration for Lego Robotics at **12 PM**.

Swallow students who do not signed up for Merton Swallow Summer School, need to fill out this form to have a Skyward Family Access account to register for the Lego Robotics League Camp

 To use Merton's Skyward Family Access Online Registration:

1. Go to http://www.merton.k12.wi.us, the Skyward link is located in the top right corner
   or on the **Summer School website** or on the Families tab, then click on the **Skyward Family Access**.
2. Login with your Skyward username and password. If you do not remember your username and password, click on the link **Forgot your login or password** and follow the instructions.
3. Click **Arena Scheduling** (left column). Click on 2022-23 under the child's name that   you want to schedule classes for Summer School.
4. Only courses the student can sign up for will be displayed (current grade level).
   - **Period (Prd)** is what time the class meets
   - **Term (Trm)** is the Session (S1-June, S2-July, C-Lego Robotics League Camp).
   - **Subject** is the charge for material fees for the class (many of the classes have no fees).
5. Schedule your child's classes.
   - Click the **Add** link in front of the course number to select the courses you would like to enroll in and click Ok.
   - Click the **Remove** link to remove a selected course from your student's schedule.
   - The **Fit** column displays if the class will fit in the schedule.
   - **Enr** is displayed when you have selected (enrolled) the class.

Seats Avail	Course	Days Meet	Prd	Trm	*Ind	Grades	Subject	Class
36	Lego Robotic League Camp	T R	5	C		03- 07		LRLC/13E

6. Click on the Selected Classes to verify your student's schedule. There is no final submit button. You may make changes until **Wednesday, May 31st.** Please note: Each student needs to bring a copy of their schedule to the first day of each session. Please click on "Print Schedule" to obtain a copy of your student's schedule.