

# Create an Account with Tree Ring

Go to [www.treering.com](http://www.treering.com)

On the top right hand side of the website click on the **Create an Account** link

Enter the school's passcode: 1013778841231103

Click on the **Confirm** button

You will be asked to provide the following Parent information:

Parent First Name  
Parent Last Name  
Email Address (User Name)  
Create Password  
Confirm Password  
Parent Birthday  
Role (I am a Parent)

Check the Agree to Terms Box to Accept  
Click on the **Create Your Account** button

What school is your student in? Click on drop down menu and select "Village Elementary School" then Click **OK** button

Add A New Student at Village Elementary School. Type in your child's name and click the magnifying glass (Please enter Village School Students only)

Click on **Student Not Listed?** Link and a box will appear to enter your child's information. When complete click on the **OK** button.

You can then add an additional Student or Click the **Confirm** button

You can then customize your account by adding a profile picture or find friends or you can skip these options. Click the Skip and Order Later on the last tab to proceed.

*\* Village School will be ordering all yearbooks so please ignore the ORDER LATER button. Parents are asked to Upload Photos ONLY.*