

Instructions for Re-enrolling through ParentsWeb

*Note: This is for current LCS students only.

1. From the LCS website homepage, click on the ParentsWeb Login button on the right-hand side.
2. Click the Lakeside ParentsWeb logo in the middle of the page.
3. Log in to ParentsWeb.
4. Once ParentsWeb has loaded, click on the **Family Information** button in the column on the left.
5. Click on the **Re-enrollment** button.
6. Click on the box next to the student you are re-enrolling and click **Next**.
7. You will be guided through re-enrollment by the on-screen instructions.

*Note: You will be able to view Tuition and Registration Fee information as part of the re-enrollment process. Your registration fee is due in the month that your reenrollment is processed through RenWeb. Your child will not be considered re-enrolled until the re-enrollment fee is paid.