



## Create Partner Front Office Account

### Create School Account

1. Click on The Partner Account Creation Link that says **“Click Here”**
2. Fill out the System Application. Yellow Fields are required to submit the application.
3. Check the box that states **“I have read and agree with Sevenstar Polocies”**
  - a. To review Sevenstar policies click on the link below
4. Click on the Button the reads **“Submit Application”**
  - a. Once your application is submitted a Sevesntar Representative will review the application and approve it for system access. Once system access is granted, your team that is listed on the application will receive an email with their username and password to login into the system.
5. Continue to use the Partnership Resource Portal for Coaching and Training on Your System and the Partnership Program

### Login Page

Your account allows you to:

- Create and Access your admission's application
- Pay fees and manage billing
- Access your student's personal information and grades
- Manage your notification preferences

User ID:

Password:

[Forgot your password?](#)

Step 1



If you are a Sevenstar Partner school, [click here](#) to setup your Sevenstar partnership account.



If you are a parent and want to enroll your student with Sevenstar Academy, you can create an account by [clicking here](#).

### Partner System Application

Step 2

#### Partner Information

Type:

Sevenstar Representative:

School Name:

Address:

State:

ZIP:

Phone:

Email:

City:

Country:

Principal's Name:

Fax:

#### Partner Coordinator Information

Name:

Phone:

Email:

Skype:

#### Virtual Lab Monitor Information

This person is:

Name:

Phone:

Email:

Skype:

#### Registrar Information

This person is:

Name:

Phone:

Email:

Skype:

Step 3

I have read and agree with Sevenstar policies  
[Click here to review Sevenstar policies](#)

Step 4