

Instructions for Creating a ParentsWeb Login

- Please go to www.renweb.com.
- Select **Login** from the menu bar and **ParentsWeb Login** from the drop-down menu.
- After the RenWeb ParentsWeb Login screen opens, please select **Create New ParentsWeb Account**.
- Enter **ML-MO** into the District Code field.
- Enter in the email field your email address we have on file here at Messiah.
- Click the **Create Account** button.
- You will receive an email from RenWeb Customer Support containing a link that will allow you to create your username and password. *It may take awhile to receive the email.* For security purposes the link will remain active for 6 hours.
- Please click on the link. A Change/Create Password screen will open. You may use the default username provided, or create a new username. Then type in your desired password into the Password field and Confirm Field.
- Click on the **Save Username and/or Password** button.
- Close the window.
- Log into ParentsWeb as instructed below.

To access ParentsWeb:

- Please go to www.renweb.com.
- Select **Login** from the menu bar and **ParentsWeb Login** from the drop-down menu.
- Type in your username and password. If you have forgotten your username or password, please click on the link provided.
- After logging in, click on the **Family Information** button in the left menu.
- Click on the **Enrollment/Reenrollment** button.

Our Online Enrollment system will open with a link to the enrollment packet for your student(s). The online process should take approximately 15 minutes to complete. Your information will be saved if you need to quit and come back later.

The Instructions and Enrollment Checklist page of the enrollment packet contains supplemental enrollment forms that also must be submitted. Further instructions on these forms are provided online.

As a part of the enrollment process, we ask that you resubmit immunization records and a copy of your child's birth certificate into our new system. [View the Missouri Immunization Requirements.](#)

For questions about this process: Please contact Molly Renken at mrenken@mlslions.org or (636) 329-1096.

For other questions: Please contact Joanie Smith at jsmith@mlslions.org or (636) 329-1096.

Thank you!