



MAP ACADEMY

October 7, 2020

Dear Parent/Guardian,

We are writing to notify you of Map Academy's new online parent portal called **Rapid Registration**. **Rapid Registration** is where you will find the annual student forms that previously would have been completed on paper during the first week of school. Given the realities of the current hybrid schedule and ongoing public health situation, having a digital portal for collection of required forms will make the process much easier.

We are requesting that you take a moment to visit the Rapid Registration portal at <https://themapacademy.esvportal.com/> and create your own account. There are instructions on the next page to assist you in this process.

Please note that students who are age 18 or older may choose to register and complete their own paperwork using this same process.

You will also find your/your student's invitation code attached to this letter.

The electronic online forms (Student Health Form, Emergency Contacts, etc.) are available immediately. It's important for us to have updated and accurate information on file, so we ask that you please complete these forms at your earliest convenience.

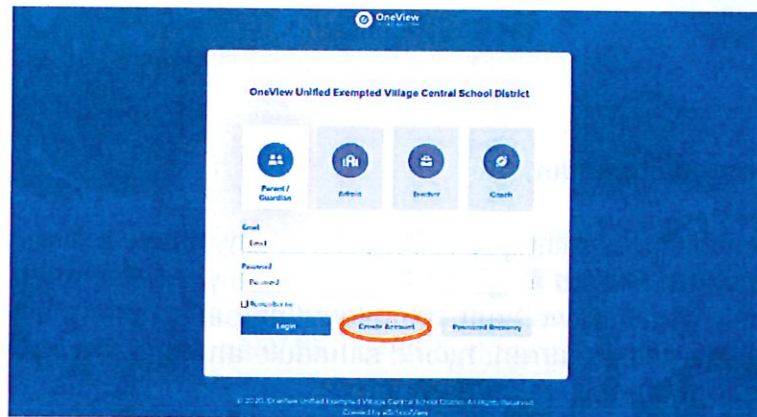
If you have questions, please contact the school at 508-830-9500 or by email at [codirectors@themapacademy.org](mailto:codirectors@themapacademy.org).

Thank you,

Rachel Babcock & Josh Charpentier  
Co-directors

## Instructions for Creating an Account in Rapid Registration

1. Click on **Create Account**



2. Fill in your personal information if you are the adult supporter of a student or if you are a student over the age of 18.
3. Create your own password, your own security question & answer and make yourself a PIN code.

To get started, you will need to register as a prospective parent with our district. Please provide all information below and click the 'Register' button at the bottom to register and get yourself set up. Fields in **bold** are required.

### Personal Information

**First Name**

Lisa

**Last Name**

Collins

**Email Address (Also used to log in)**

lcollins@gmail.com

**Alternate Email**

collins@yahoo.com

**Phone Number**

3305551111

### Account Information

**Password**

\*\*\*\*\*

**Confirm Password**

\*\*\*\*\*

**Security Question**

Mothers Middle Name

**Security Question Answer**

Taylor

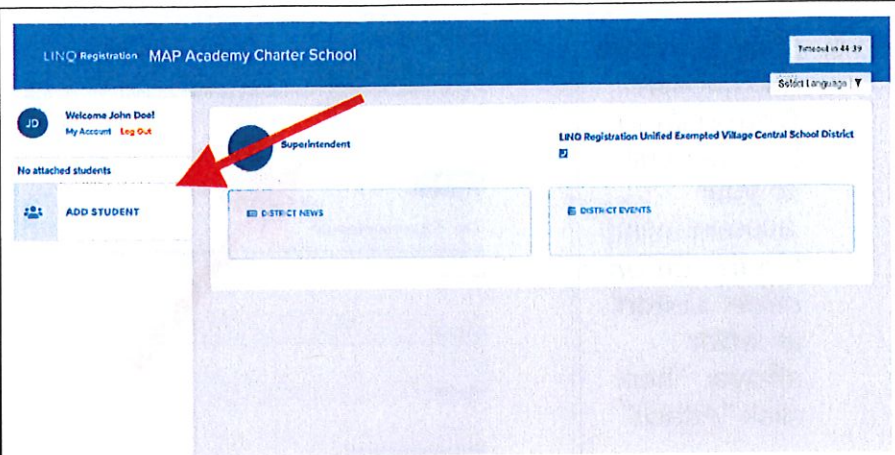
**PIN Code**

1234

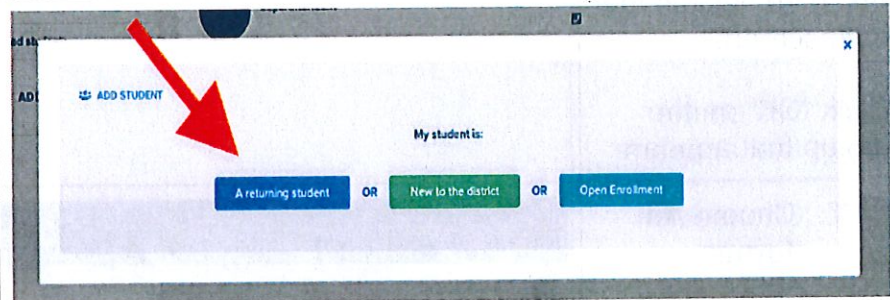
Register & Begin

Go Back

4. Select **Add Student**



5. Select **Returning Student** (even if you're a new student).



6. Map Academy has chosen: **Option #1** to link your child to your account using the **invitation code**. Listed in letter above. Then click "Attach"

Note: To move to the next session you will need to click to the side of the options box to go back to the main screen.

Click "OK" on the popup that appears

#### Add Existing Student

##### Option #1: Use An Invitation Code

If you have a district provided student invitation code, please type it below and your student will be linked to your account for access.

Code:

Attach

##### Option #2: Provide Student Details

If you do not have an invitation code, please provide us with the following information about your student. If a valid match is found your student will be linked to your account.

Last Name:

Grade Level:

Date of Birth:

Student Number (if don't have this):

Attach

7. Choose **All Forms**

LINQ Registration MAP Academy Charter School

Logout 4451

Select Language ▼

JS Welcome John Smith  
My Account Log Out

ADD STUDENT

ALL FORMS

LINKS & RESOURCES

Superintendent

DISTRICT NEWS

DISTRICT EVENTS

LINQ Registration Unified Exempted Village Central School District



8. Select your or your student's name in the orange box to begin the paperwork.

The screenshot shows a web application interface for a Superintendent. The interface includes a sidebar with menu items: Demographics & EMA, Health History, Transportation, Athletics, Family Forms, Enrollment Upgrades, and Printable Forms. The main content area features a search bar with a dropdown menu. A red arrow points to the dropdown menu, which is highlighted in orange.

