

# Enrollment Registration Process for Prospective Families

1. Use a valid email address, create a password, confirm the password, then click the Register button.



**Outside Mountain School**

[Complete Enrollment](#) | [Create Account](#) | [Password Reset](#)

Welcome to the online enrollment site for Outside Mountain School  
If this is your first time here, you will need to register using your email address

Email Address

Password

Confirm Password

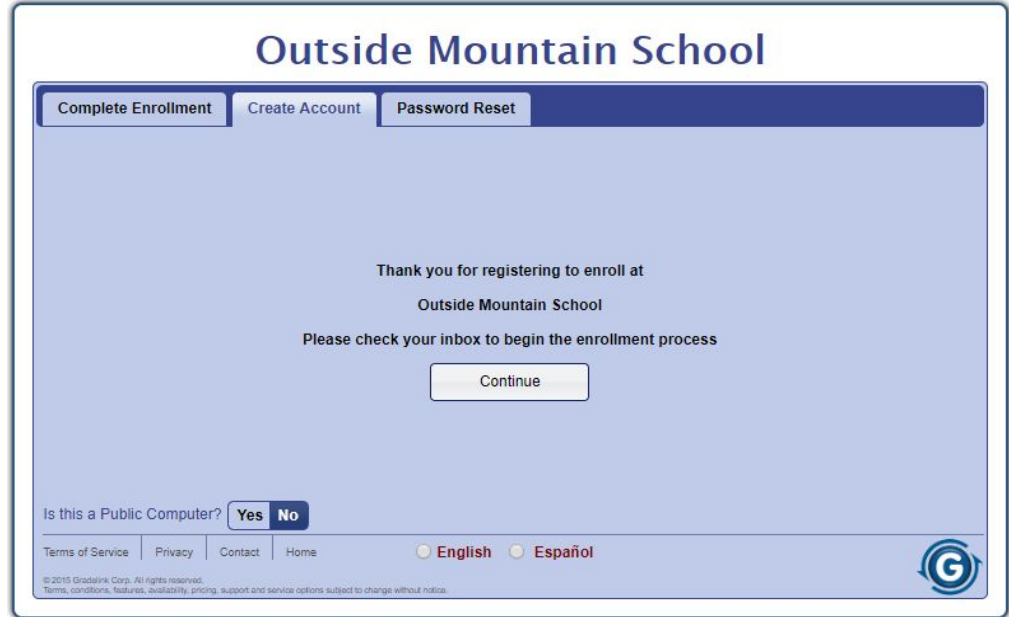
Is this a Public Computer?  Yes  No

[Terms of Service](#) | [Privacy](#) | [Contact](#) | [Home](#)       English  Español

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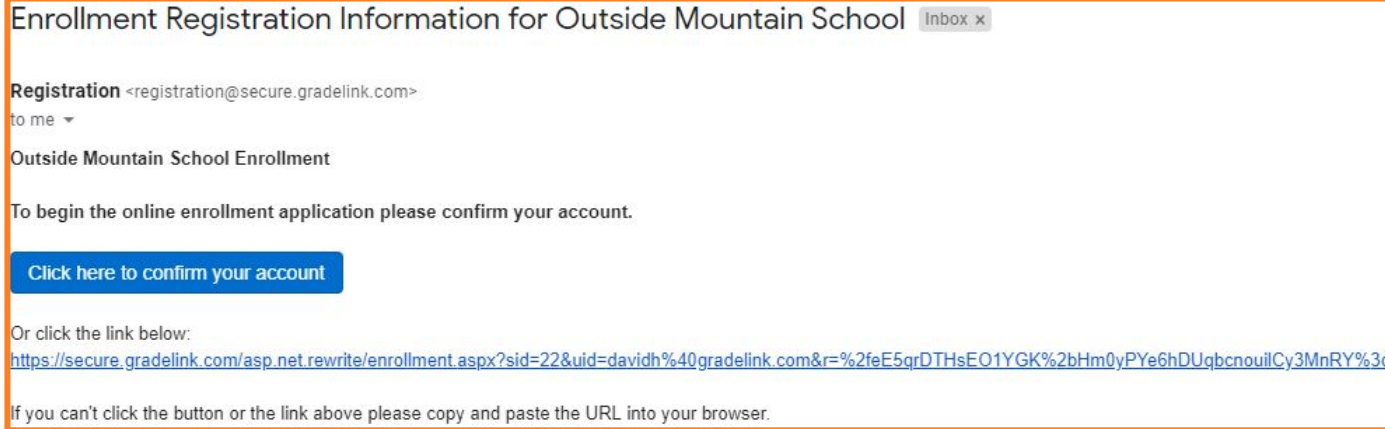
2. You will receive the following message instructing you to check your email address you used to create your account for a confirmation email (do not click the **Continue** button in this window).



The screenshot shows a web page for "Outside Mountain School". At the top, there is a navigation bar with three buttons: "Complete Enrollment", "Create Account", and "Password Reset". The main content area has a light blue background and contains the following text: "Thank you for registering to enroll at Outside Mountain School. Please check your inbox to begin the enrollment process." Below this text is a "Continue" button. At the bottom of the page, there is a question "Is this a Public Computer?" with "Yes" and "No" radio buttons. Below the question are links for "Terms of Service", "Privacy", "Contact", and "Home". There are also language selection options for "English" and "Español". The Gradelink logo is in the bottom right corner. Small text at the bottom left reads: "© 2015 Gradelink Corp. All rights reserved. Terms, conditions, features, availability pricing, support and service options subject to change without notice."

3. Go to your email account and you will find the below email heading and content. Click on the blue button that says ***Click here to confirm your account.***

**Note:** *If you do not see the email in your main inbox, check your spam folder.*

A screenshot of an email interface. The email title is 'Enrollment Registration Information for Outside Mountain School' with an 'Inbox x' tag. The sender is 'Registration <registration@secure.gradelink.com>' and it is addressed 'to me'. The subject is 'Outside Mountain School Enrollment'. The body text says 'To begin the online enrollment application please confirm your account.' Below this is a blue button with the text 'Click here to confirm your account'. At the bottom, it says 'Or click the link below:' followed by a long URL: 'https://secure.gradelink.com/asp\_net.rewrite/enrollment.aspx?sid=22&uid=davidh%40gradelink.com&r=%2feE5qrDTHsEO1YgK%2bHm0yPYe6hDUqbcnouilCy3MnRY%3d'. A final note says 'If you can't click the button or the link above please copy and paste the URL into your browser.'

4. Enter your password, then click the **Continue** button.

## Outside Mountain School

**Confirm Account**


Please enter your password to establish your account

Password

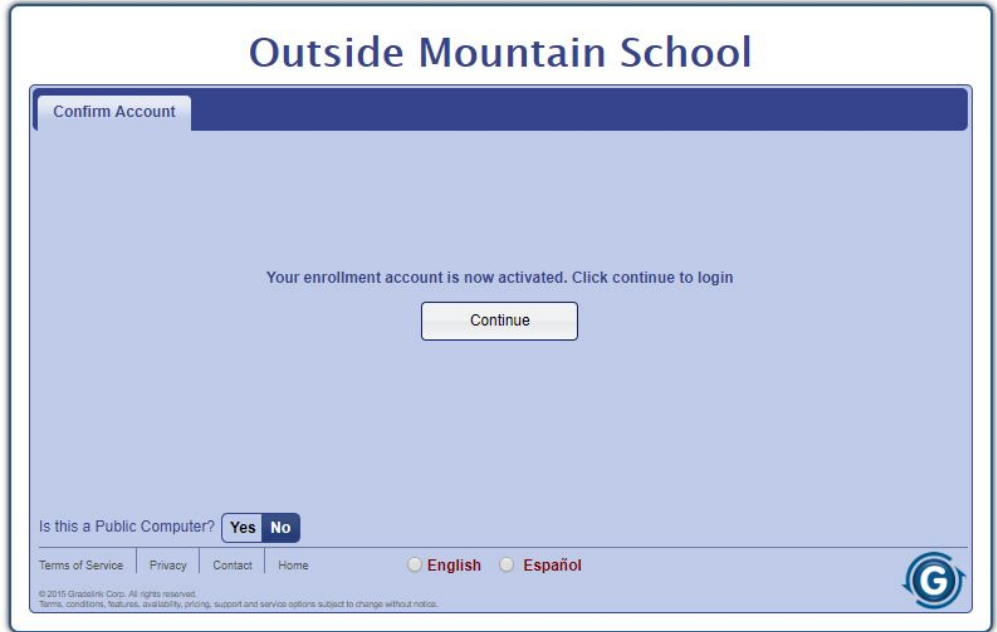
Is this a Public Computer?  **Yes**  **No**

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5. Your account will then be activated. Click the **Continue** button.



The screenshot shows a web page titled "Outside Mountain School" with a "Confirm Account" header. The main content area displays the message "Your enrollment account is now activated. Click continue to login" and a "Continue" button. At the bottom, there is a question "Is this a Public Computer?" with "Yes" and "No" radio buttons. Below this are links for "Terms of Service", "Privacy", "Contact", and "Home", along with language selection options for "English" and "Español". A footer contains the copyright notice "© 2015 Gradelink Corp. All rights reserved. Terms, conditions, features, availability, pricing, support and service options subject to change without notice." and a Gradelink logo.

## Outside Mountain School

Confirm Account

Your enrollment account is now activated. Click continue to login

Continue

Is this a Public Computer?  Yes  No

[Terms of Service](#) | [Privacy](#) | [Contact](#) | [Home](#) |  English |  Español

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6. To begin the registration process, enter your email address and password and click the **Login** button.



The screenshot shows the login interface for Outside Mountain School. At the top, there are two tabs: "Complete Enrollment" and "Password Reset", with "Password Reset" being the active tab. Below the tabs, the text reads: "If your account has been created, you can login here to start new student applications" and "Or you can continue a previously started application". The form includes three input fields: "School" (pre-filled with "Outside Mountain School"), "Email Address", and "Password". A "Show Pass" link is positioned to the right of the password field. A "Login" button is centered below the password field. At the bottom of the form, there is a question "Is this a Public Computer?" with "Yes" and "No" radio buttons. The footer contains links for "Terms of Service", "Privacy", "Contact", and "Home", along with language selection options for "English" and "Español". A small Gradelink logo is in the bottom right corner. Fine print at the bottom left states: "© 2015 Gradelink Corp. All rights reserved. Terms, conditions, features, availability, pricing, support and service options subject to change without notice."