

# Announcing Online Assessment Refusal for State Standardized Assessments Administered at Monument Academy!

Greetings!

We are now using an online refusal process for state standardized assessments. This system replaces the paper refusal system we have used in the past, and we will no longer accept paper refusals. Our refusal process operates on a secure platform (FamilyID) that provides you with an easy, user-friendly way to submit assessment refusals, and helps us to be more administratively efficient and secure with the assessment refusal process. When you submit an assessment refusal through this system it keeps track of your information in your profile. You enter your information only once for each family member, and you can use the profile you created for each family member to complete this process each year.

## REGISTRATION PROCESS:

A parent/guardian should register by clicking on this link:

<https://www.familyid.com/organizations/monument-academy-2>

You will find links to the **Assessment Page** and the **Assessment Refusal Frequently Asked Questions Page** under the "Links" section on the right of the web page. These pages should answer most questions you may have about the state standardized assessments, and your legal right to refuse these assessments.

To complete this process, you need to register for the following program:

- **Monument Academy State Standardized Assessment Refusal**

## Follow these steps:

1. Click on the link provided above and select the **Monument Academy State Standardized Assessment Refusal** registration form under the word **Programs**. (If you have a direct link to the Online Monument Academy State Standardized Assessment Refusal form, you can skip directly to step #2)
2. Next click on the green **Register Now** button and scroll, if necessary, to the **Create Account/Log In** green buttons. If this is your first time using FamilyID, click **Create Account**. Click **Log In**, if you already have a FamilyID account.
3. **Create** your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select **I Agree** to the FamilyID Terms of Service. Click **Create Account**.
4. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).)
5. Click on the link in your activation E-mail, which will log you in to FamilyID.com
6. Once in the registration form, complete the information requested. All fields with a red\* are required to have an answer.
7. Click the **Continue** button when your form is complete. (You may click the "Save And Finish Later" button if you are interrupted and must complete your registration later)
8. Review your registration summary.
9. Click the green Submit button. After selecting 'Submit', the registration will be complete. You will receive a completion email from FamilyID confirming your registration.

At any time, you may log in at [www.familyid.com](http://www.familyid.com) to update your information and to check your registration(s). To view a completed registration, select the 'Registration' tab on the blue bar.

**SUPPORT:**

- If you need assistance with registration, **contact** FamilyID at: **support@familyid.com** or **888-800-5583 x1**.
- Support is available 7 days per week and messages will be returned promptly.

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