The New Applicant Process – how NEW families apply for the first time in onBoard

Go to https://flintridgeprep.myschoolapp.com/app#login/apply (or the Apply Now button on our main website).

If you encounter any technical difficulty, please call (818) 949-5545.

You’ll be presented with this login window:

Click “Create Account”.

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You’ll be presented with this form for creating a new account:

Fill in the name of the applicant ("candidate"), along with basic information like birthdate, nickname ("Preferred name"), year applying and grade applying.

Consultants: our form is intended to be filled out by the parent or guardian. If you are completing the form on behalf of a family, fill out all fields with the applicant and parent’s (not your own) information. You may need to share an email account with your client in order to accomplish this. Thank you for your help in keeping our records accurate.

Provide us with basic parent info.

Provide us with an email address*

Set a username of your choosing**

(Mark the “I’m not a robot” checkbox and complete the “Captcha”).

Mark the box to agree to abide by COPPA rules, and click “Create Account”

*If you provide an email address that already exists in our parent database, you’ll be prompted to sign in with that existing account, instead. Avoid duplicating yourself in our system! Look for our other instructions for re-applying families.

**If you already have a child at the school, do not follow these instructions. You already have an account, and we have a separate helper sheet for applying when you are a current family.
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After clicking “Create Account”, you’ll receive a “password setting” email at the address you specified:

flintridgeprep@myschoolapp.com

To help protect your privacy, some content in this message has been blocked. To re-enable the blocked features, click here.

To always show content from this sender, click here.

Hello Jessamyn Astor-Chompers,

We received a request for your password to access the Flintridge Preparatory School website.

Use the URL displayed below to complete the password setting process.

Password Reset URL: https://flintridgeprep.myschoolapp.com/app/?pk=B8A5D9C564C0#login/reset/apply

If you did not request to receive your password, please disregard this e-mail.

Thank You

*Do not reply to this e-mail. Any replies to this e-mail address will not be received.

Click the link in the email to return to the site and set a password.

Once you’ve set your password, you can log in to onCampus (from the Apply Now link’s “Already have an account?” boxes, or the other onCampus links available on Prep’s website) and will be taken to your child’s application.

You can now log in!

Within 48 business hours, you’ll see an admissions checklist to track your progress.

To make sure admissions emails (including the account setup & password reset emails shown above) get through to you:

Please add the addresses

flintridgeprep@myschoolapp.com,
flintridgeprep@myschoolemails.com, and
admissions@flintridgeprep.org
to your “Safe senders”, “whitelist”, or address book.

If you haven’t done this, please check your Spam or Junk folder.