

# Brother Rice Transfer Application Instructions

1. Go to <https://brotherrice.myschoolapp.com/app#login/apply>.
  - If you have yet to create an account, click "Create Account". Proceed to Step 2.

**Be a Crusader. Be Exceptional.**

**Create an Account**  
First time here? Create an account to apply online and stay connected with the school throughout the process.  
[Create Account](#)

**Already have an account?**  
  
[Next](#)

[Forgot login or First time logging in?](#)

- If you have an account, but do not remember your username (your username should be your email address) or password, click "Forgot login or First time logging in?". Proceed to Step 3.

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**Create an Account**  
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[Forgot login or First time logging in?](#)

- If you have an account and remember your username and password, proceed by entering your username (your username should be your email address). Proceed to Step 5.

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**Create an Account**  
First time here? Create an account to apply online and stay connected with the school throughout the process.  
[Create Account](#)

**Already have an account?**

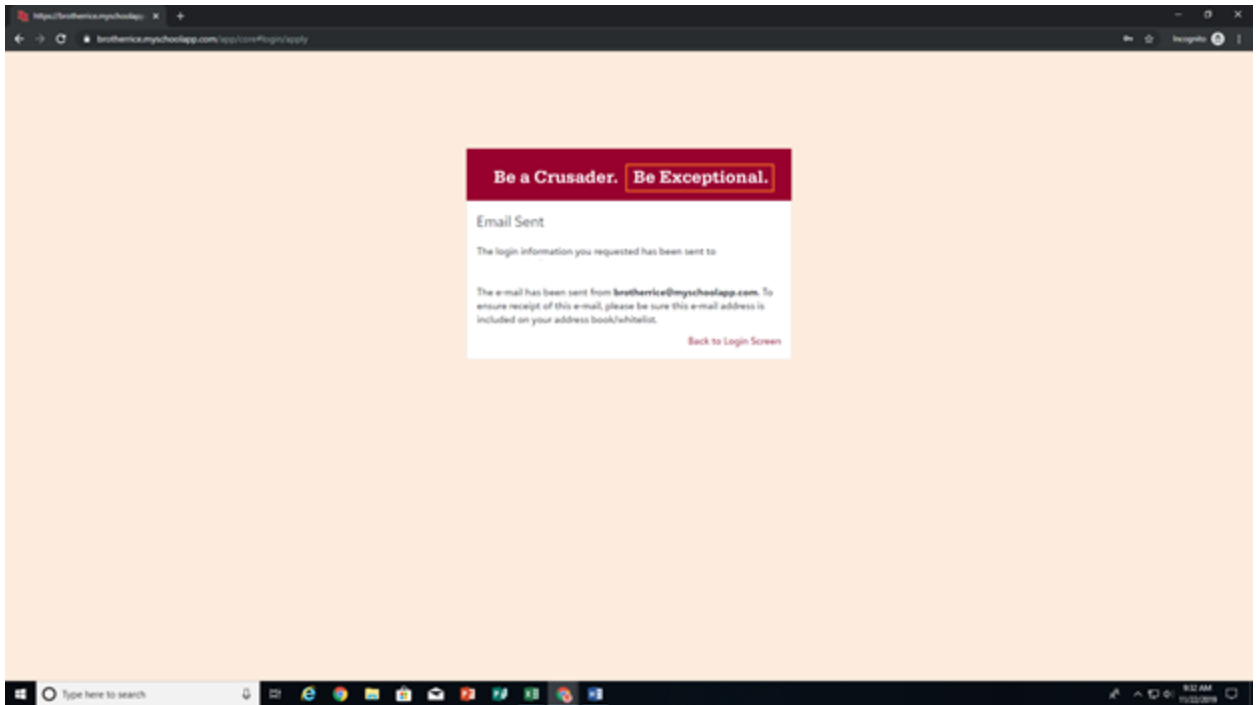
**Next**

[Forgot login or First time logging in?](#)

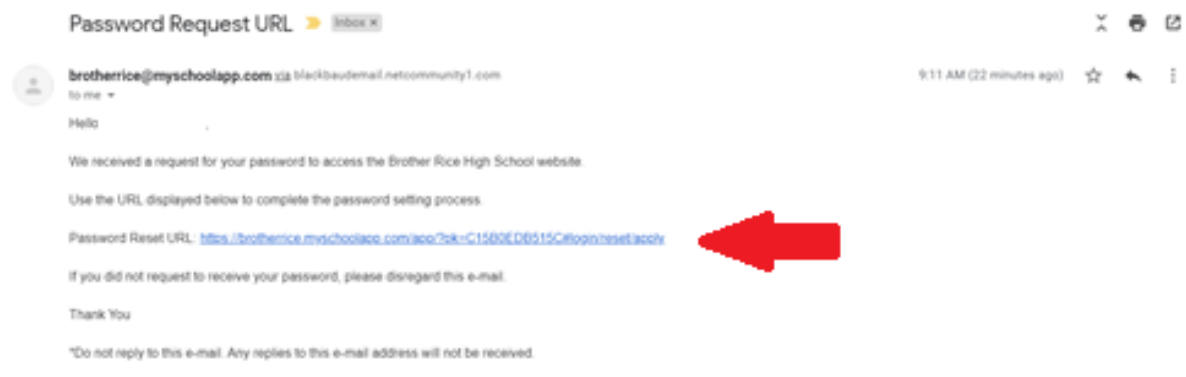
2. Complete the form. Click "Create Account."

The screenshot shows a web browser window displaying the 'Create an Account' form. The browser's address bar shows the URL 'https://brotherhicks.myschoolapp.com/app/core/login/apply'. The form is titled 'Create an Account' and includes the following fields and options:

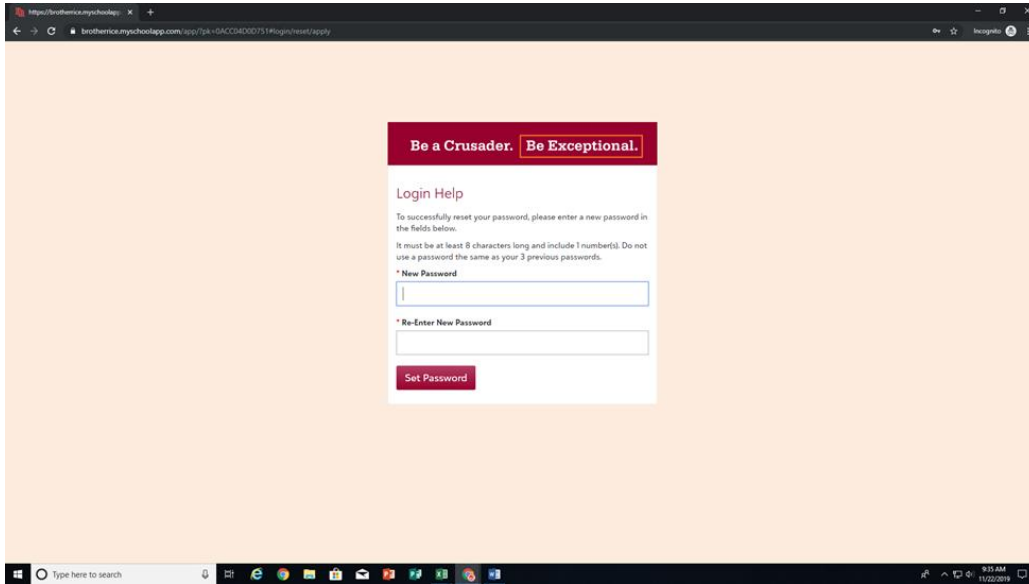
- Candidate First Name**: Text input field.
- Candidate Last Name**: Text input field.
- Candidate Nick Name**: Text input field.
- Candidate Date of Birth**: Text input field.
- Entering Year**: Dropdown menu with '2020 - 2021' selected.
- Entering Grade**: Dropdown menu with '-- Select an Option --' selected.
- Adult Account Holder**:
  - Your First Name**: Text input field.
  - Your Last Name**: Text input field.
  - Your Email**: Text input field.
  - Relationship To Candidate**: Dropdown menu with '-- Select an Option --' selected.
  - Your Username or Email**: Text input field.
- I'm not a robot**: CAPTCHA checkbox.
- I agree to terms of use and privacy and to comply with COPPA. I affirm that I am 13 years or older.**: Terms and conditions checkbox.
- Create Account**: Submit button.



- Verify your account by clicking the link in the email from brotherice@myschoolapp.com.



- Create your password. Proceed to Step 6.



3. If you have an account, but do not remember your username (your username should be your email address) or password, complete the following form.

**Be a Crusader. Be Exceptional.**

### Login Help

Email Address

Use the checkboxes below to select what login information you would like to receive via e-mail.

The e-mail containing the selected information will be sent from **brotherrice@myschoolapp.com**. Please be sure to add this e-mail address to your address book/whitelist prior to submitting this request.

Username

Password

**Send**

[Back to Login Screen](#)

- You will receive the following confirmation notice.



## Email Sent

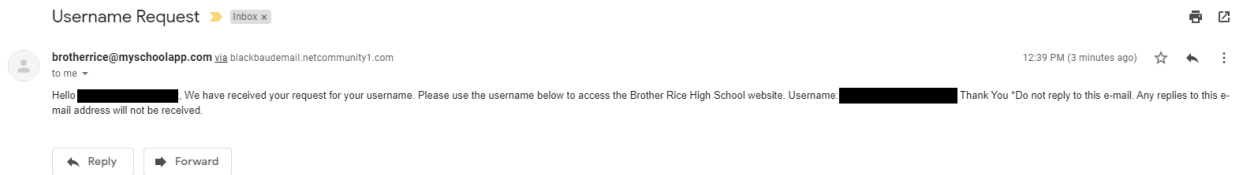
The login information you requested has been sent to



The e-mail has been sent from **brotherrice@myschoolapp.com**. To ensure receipt of this e-mail, please be sure this e-mail address is included on your address book/whitelist.

[Back to Login Screen](#)

- You will receive the following email if you requested your username.



- You will receive the following email if you requested your password. Click on the link to reset your password.



- Create a new password. Then proceed to Step 4.

**Be a Crusader. Be Exceptional.**

## Login Help

To successfully reset your password, please enter a new password in the fields below.

It must be at least 8 characters long and include 1 number(s). Do not use a password the same as your 3 previous passwords.

\* **New Password**

\* **Re-Enter New Password**

**Set Password**

4. Complete the "Transfer Student Application." Please note that you will need to upload an unofficial transcript to complete your application.

The screenshot shows a web browser window displaying the "Parent: Application" page for Brother Rice High School. The page features a navigation bar with "Be a Crusader. Be Exceptional." and "Official Notes" and "Messages" links. Below the navigation bar, there are tabs for "Test", "News", and "Calendar". The main content area is titled "Transfer Student Application" and contains a series of tabs: "Introduction", "Applicant", "Parents/Guardians", "Student Survey", "Academic History", "Reason for Transferring", "Signature", and "Confirmation". The "Introduction" tab is currently selected. Below the tabs, the Brother Rice High School logo is displayed, consisting of the letters "BR" in a stylized font followed by "BROTHER RICE" in a large, bold, serif font, and "HIGH SCHOOL" in a smaller, spaced-out font below it. A message below the logo reads "Thank you for applying for acceptance to Brother Rice High School." and a "Next" button is visible at the bottom of the page. The browser's address bar shows the URL "brotherrice.myschoolapp.com/app/parent#application/20767/heyid=369590". The Windows taskbar is visible at the bottom of the screen, showing the search bar and various application icons.